

## PART-II

### AGENDA PAPERS FOR THE 151<sup>st</sup> MEETING OF THE EXECUTIVE COUNCIL TO BE HELD ON 28<sup>th</sup> June, 2012

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	(v) Voluntary Retirement of Prof D.R.Syiemlieh Department of History.	- 3:5(1-3)
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Cont..2/-

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**To be read with item 1:1:(1) Part- I agenda**

**1:1(1)**

**1. - CONFIRMATION OF THE MINUTES:**

- (i) Confirmation of the minutes of the 28<sup>th</sup> Emergent Executive Council meeting held on 31<sup>st</sup> May, 2012.

The minutes of the 28<sup>th</sup> Emergent Executive Council meeting held on 31<sup>st</sup> May, 2012 were circulated to all the members. No comments have been received, therefore the minutes may be confirmed.

The matter is placed before the Council for confirmation.

3:4:(1)

3: **RATIFICATION OF ACTION TAKEN BY  
THE VICE-CHANCELLOR:**

- (iv) Constitution an Editorial Board for Scrutiny and editing of Annual Report of the University for the year 2011-12.

The notification No.F/Report/ARC/18/Vol-II/2011-12-567 dt.12-06-2012 on Constitution an Editorial Board for Scrutiny and editing of Annual Report of the University for the year 2011-12 placed at Annexure 'A'.

The matter is placed before the council for ratification.

3:4(2)

ANNEXURE-'A'

**NORTH-EASTERN HILL UNIVERSITY**



**SHILLONG**

No.F/Report/ARC/18/Vol II/2011-12- 567

Dated 12.06.2012

**NOTIFICATION**

In supersession of notification No.F/Report/ARC/18/Vol II/2011-2012/ 543 dt 17.05.2012, the Vice-Chancellor, North Eastern Hill University Shillong, is pleased to constitute an Editorial Board for scrutiny and editing of the Annual Report of the University for the year 2011-12 comprising the following members :-

- |  |            |
|--|------------|
| 1. 1.Prof.T.B.Subba                    | - Chairman |
| 2. Prof. A.K.Mishra                    | -Member    |
| 3. 2.Prof.R.H.Duncan Lyngdoh           | -Member    |
| 4. 3.Prof.F.A.Quadri                   | -Member    |
| 5. 4.Prof.N.Srivastava                 | -Member    |
| 6. 5.Prof.Esther Syiem                 | -Member    |
| 7. 6.Prof.S.Choudhury                  | -Member    |
| 8. 7.Prof.P.K.Gupta                    | -Member    |
| 9. 8.Mr.B.M.Shylla Publication Officer | -Member    |
| 10. 9.Shri.S.K.Karna Hindi Cell        | -Member    |

(Shri.L.Roy)  
Registrar

Copy to:-

1. Finance Officer,NEHU,Shillong for favour of information.
2. P.S to the Vice-Chancellor,NEHU,Shillong for V.C's kind information.
3. S.PA to the Registrar,NEHU,Shillong,for kind information.
4. Member's Concerned.

*S. DIR conference, for placing the matter before the E.C. for ratification.*

*18/6/12  
AR (Conf)  
for etc*

*18/6/12*

*Sol Conf  
for placing in  
the E.C.  
PM  
18/6/12*

*18/6/12*

**(v) Voluntary retirement of Prof. D.R Syiemlieh, Deptt. Of History.**

Consequent upon the appointment of Prof. D.R Syiemlieh as member U.P.S.C, New Delhi, Prof. Syiemlieh through his letter dated 19.6.12(Annexure-A), duly forwarded by the Head, Deptt. Of History, has requested the University to allow him to go on voluntary retirement w.e.f. 24.6.12(AN) and also to condone 3(three) months' notice period as required to go on voluntary retirement.

It may also be mentioned that as per GOI Rules, a Govt. servant, at any time, after completion of 20 years of qualifying service and by giving notice of not less than 3(three) months in writing to the Appointing Authority may retire from the service. The Appointing Authority, at its discretion can accept a notice of less than three months, but commutation of pension can be applied for only after the expiry of normal notice period of three months.

In terms of clause 11 of O.E -5 of the Ordinance, "A teacher may, at any time, terminate his engagements by giving the Executive Council 3 months' notice in writing. Provided that the Executive Council may waive the requirement of notice at its discretion.

Provided further, that if the notice period ends in the middle of the Academic Semester, and if the leaving of teacher is likely to affect the teaching work, the teacher may be released only at the end of Semester in case of the University teachers and at the end of the Academic session in the case of the teachers of the constituent colleges."

Since, Prof. D.R Syiemlieh has more than 20 years of qualifying service and to enable Prof. Syiemlieh to take up the assignment, the Vice-Chancellor, subject to ratification by the Executive Council has allowed Prof. Syiemlieh to go on voluntary retirement w.e.f. 24.6.2012(AN). The requirement of 3 months' notice has also been waived in view of the fact that the leaving of Prof. D.R. Syiemlieh will not affect the teaching work as he has not been assigned any teaching duties after his rejoining the Department of History, NEHU on his release from Rajiv Gandhi University, Arunachal Pradesh. A copy of the order issued may kindly be seen vide Annexure"B".

The matter is placed before the Council for ratification.

3:5(2)

Annexure - A.

195

No. 124

19 June 2012

The Vice-Chancellor  
North-Eastern Hill University  
Shillong

Through  
The Head  
Department of History  
North-Eastern Hill University

Subject: Voluntary Retirement

Sir,

*W. J. J. J.*  
*Dy. Secy (P-11)*  
*for n.a.*  
*19/6/12*  
*SSA*  
*Pr. Putul*  
*19.6.12*  
*SS*  
*19/6/12*

Further to the letter from the Registrar, North-Eastern Hill University dated 14 June 2012 on the subject 'No Objection Certificate' on my appointment as Member Union Public Service Commission and consequent upon the receipt of the letter of appointment as Member Union Public Service Commission from the Joint Secretary Ministry of Personnel Public Grievances and Training, Government of India, dated 15 June 2012, copy of which is enclosed, I am to inform that I intend to join as Member Union Public Service Commission on 25th June 2012.

Consequently, I would like to seek Voluntary Retirement from the services of the North-Eastern Hill University with effect from the afternoon of 24 June 2012.

Due to the compelling circumstances of the appointment as Member UPSC I am not in a position to give three months notice as required. I therefore request to condone the same.

The original copy of this letter, its attachment and retirement papers etc will be forwarded by speed post.

I place on record my appreciation to my University for the excellent academic environment within which I was able all these years to teach, research and supervise research.

Thanking you.

Yours faithfully,

David R. S. S. S.  
Professor  
Department of History  
North-Eastern Hill University

Camp: India International Centre  
New Delhi

*Recommended & Forwarded*

THE VICE-CHANCELLOR  
1389  
19/6/12

*J. M. J. J.*  
19.6.12  
Department of History  
North Eastern Hill University  
Shillong

3:5:(3)

Annexure - 'B'

NORTH EASTERN HILL UNIVERSITY  
MAWKYNROH UMSHING SHILLONG-793022.

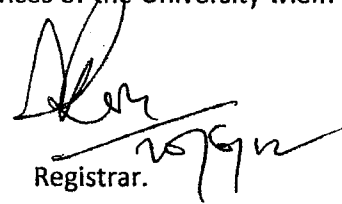
No.F. 17-189/Estt.II/2001- 3023

Dated 20th. June, 2012.

O R D E R


Subject to ratification by the Executive Council, the Vice-Chancellor, North Eastern Hill University, Shillong is pleased to allow Prof. D.R Syiemlieh, Deptt. Of History to go on voluntary retirement w.e.f. 24.06.2012(AN).

Accordingly, Prof. D.R Syiemlieh stands relieved from the services of the University w.e.f. 24.06.2012(N).

  
Registrar.

Copy forwarded for information to:

1. Prof. D.R. Syiemlieh, Department of History, NEHU, Shillong.
2. The Chairman, Union Public Service Commission, Dholpur house, Shahjahan Road, New Delhi-110011
3. The Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110002.
4. Ms. Mamta Kundra, Joint Secretary, Government of India, Deptt. of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, North Block, New Delhi-110001.
5. Shri. S.B Prasad, Desk Officer, Government of India, Ministry of Human Resource Development, Deptt. Of Higher Education, Shastri Bhawan, New Delhi-110115
6. The Dean, School of Social Sciences, NEHU, Shillong.
7. The Head, Department of History, NEHU, Shillong.
8. The Finance Officer, NEHU, Shillong.
9. S.P.S to the Vice-Chancellor, NEHU, Shillong.
10. P.S to the Registrar, NEHU, Shillong.
11. P.F.

  
Registrar.

**3:6: (1)**

(vi) Declaration of Ph.D/M.Phil. result.

The Respective School Board(s) and subsequently the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 considered and approved the Ph.D/M.Phil result for the following candidates.

<b><u>Name of the Candidates</u></b>	<b><u>Departments</u></b>	<b><u>Degree</u></b>
1. Mr.Jeremy Dkhar	Botany	Ph.D
2. Mr. Biplap Kumar Saha	Zoology	Ph.D
3. Mr. Lalit Mohan	Zoology	Ph.D
4. Ms. K.R.Mary Martha	Zoology	Ph.D
5. Ms. Haribashai Swer	Botany	Ph.D
6. Ms. Suktilang Majaw	Bio-Chemistry	Ph.D
7. Ms. Kerdalin Kharkrang	Bio-Chemistry	Ph.D.
8. Mr. Santosh Kumar Sharma	Biotechnology & Bioinformatics	Ph.D.
9. Ms.Daffodils Era Lamare	Education	Ph.D.
10. Ms. Moon Moon Hussain	Economics	Ph.D.
11. Mr. Benjamin Franklin Lyngdoh	Commerce	Ph.D.
12. Thongkholai Haokip	Pol.Sc.	Ph.D
13. S.Thianlalmuan Ngaihte	Pol.Sc.	Ph.D.
14. Crosssthang Sanate	Sociology	Ph.D.
15. Lalrammawii	Pol.Sc.	Ph.D.
16. Roplynedal Lyngdoh	CCS	Ph.D
17. Cherry K.A.Kharshiing	CCS	Ph.D.
18. Baiadalynti C.Lanong	Pol.Sc.	M.Phil
19. E.Plieladdalin Nongsiej	Pol.Sc.	M.Phil
20. Chalsung Sungte	Pol.Sc.	M.Phil
21. Bijaya Konwar	Pol.Sc.	M.Phil
22. Mr. Madhusudhan Saha	Chemistry	Ph.D.
23. Mr. N.Shaemningwar Moyon	Chemistry	Ph.D.
24. Mr. Jahar Dey	Chemistry	Ph.D.
25. Mr. Gunajoyti Das	Chemistry	Ph.D.
26. Mrs.Kh.Jogeshwari Devi	Chemistry	Ph.D.
27. Mr. A.Munaf Kharbuli	Chemistry	Ph.D.
28. Mr. Pradip Das	Chemistry	Ph.D.

**3:6:(2)**

29. Mr. Tovishe Phucho	Chemistry	Ph.D.
30. Mr. Samrat Dey	Physics	Ph.D.
31. Mr. Regenal Son Kharwanlang	Physics	Ph.D.
32. Mr. Lobisor Kurbah	Physics	Ph.D.
33. Mr. Bankhrawnarn Dkhar	Mathematics	M.Phil
34. Mr. A.Lalchhuangliana	Mathematics	M.Phil
35. Ms. Mertan Sumer	Mathematics	M.Phil
36. Mr. Khaiminthang	English	Ph.D.
37. Naomi Bhyyan	English	Ph.D.
38. Jenniefer Dkhar	English	Ph.D.
39. Baljuda War Nongbri	English	Ph.D.
40. Ramona M.Sangma	English(Tura)	Ph.D.
41. Mr. Asongpou	Philosophy	Ph.D.
42. Saheni Loli	Philosophy	Ph.D.
43. Mr. Guigongpou Bonmei	Linguistics	Ph.D.
44. Ms. Semeri Alva B.Sangma	Garo	Ph.D.
45. Ms. Nosazono Lothu	English	M.Phil
46. Mr. Malcolm M.Lyngdoh	English	M.Phil
47. Ms. Daiarisa Rumnong	English	M.Phil.
48. Mr. Biswanath Liensang	English	M.Phil.
49. Ms. Donnycia Tariang	Environmental Studies	Ph.D.
50. Ms. Phalguni Kayenpaibam	Environmental Studies	Ph.D.
51. Mr. K.C.Lalmalsawmzauva	Geography	Ph.D.
52. Jennifer Baiamonlang Khyriem	Anthropology	Ph.D.
53. Mr. C.Ramhnehzauva	Geography	Ph.D.
54. Mr. Bharat Chandra Nath	Geography	Ph.D.

The matter is place before the Council for ratification.

**5 : 1 :2 (1)**

**5 : Academic Matters.**

**5:1 - Statute Ordinance, Regulation & Rules**

**(ii). Draft Regulation on Election of Representatives of teachers of Affiliated Colleges to the Academic Council.**

In pursuance of the Academic Council Resolution No.AC:87:2012:2 (i) adopted in its 87<sup>th</sup> meeting held on 28<sup>th</sup> March 2012, a committee was constituted to work out the mechanism and coordinate the election of representatives of affiliated Colleges to the Academic Council with out amending the statute 14 (i) (xii).

The draft Regulation on Election of Representatives of teachers of affiliated Colleges to the Academic Council submitted by the committee was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council approved the same as per Annexure 'A'.

The matter is placed before the Council for consideration.

**Minutes of the sub-committee of Academic Council constituted in pursuance of AC Resolution No.: AC:87:2012:2(i) to work out the mechanism and coordinate the election of representatives of affiliated Colleges to the Academic Council without amending the Statute 14(i) (xii).**

**Members Present:**

- |                           |                 |
|---------------------------|-----------------|
| 1. Prof. O. P. Singh      | Chairman        |
| 2. Prof. P. Shukla        | Member          |
| 3. Prof. A. K. Barua      | Member          |
| 4. Dr. (Ms) Umapapushwamy | Member          |
| 5. Dr. C. R. Diengdoh     | Co-opted Member |

*OP Singh*  
*Pranosh Shukla*  
*AK Barua*  
*(8/12)*  
*Diengdoh*

The chairman welcomed the members and invited suggestions to frame guidelines and modalities to conduct the election of representatives of teachers of affiliated Colleges to the Academic Council. It was resolved to frame Regulation for placing before the next Academic Council for consideration.

The draft Regulation on 'Election of Representatives of teachers of Affiliated Colleges to the Academic Council' is as below:

**Draft Regulation on 'Election of Representatives of teachers of Affiliated Colleges to the Academic Council'**

1. Election Committee

The election shall be conducted by a three member Election Committee comprising

- |  |             |
|--|-------------|
| (1) Director, College Development Council (NEHU)-      | Chairperson |
| (2) Senior most Associate Professor of the University- | Member      |
| (3) Senior most Assistant Professor of the University- | Member      |

2. Voters list

The Chairperson, Election Committee will write letters to the Principals of all affiliated colleges requesting to provide the list of confirmed teachers holding regular positions in the College along with their mobile numbers, which will be registered for election purpose. This list will serve as voters' list.

3. Nomination

Nomination form (enclosed as annexure I) shall be sent to the Principal of each affiliated College and be made available by the principal to interested teachers. The duly completed nomination form shall be submitted through the Principal to the Chairperson, Election Committee within the stipulated time. Nomination from each college should not exceed 10% of the total number of confirmed teachers in the college.

4. List of Candidates contesting Election

The nominations received shall be scrutinized and thereafter a comprehensive list of candidates will be prepared and sent to each college for display. The incomplete and defective nominations shall be liable to be rejected.

5. Voting

- (i) The election shall be conducted through the registered mobile phones of the voters during the notified time.
- (ii) Each voter shall cast his/her vote by SMS to be sent only once to a dedicated mobile number of the Election Committee meant exclusively for this purpose. However, if SMS is received more than once, only the first SMS will be considered for counting of vote.
- (iii) A voter not opting for casting of vote by SMS may cast his/her vote via Postal Ballot, provided by the Election Committee, and to be obtained from the respective College Principal and sent to the Chairperson, Election Committee at his/her own cost and responsibility. Such ballot paper/s should reach the Chairperson of the Election Committee not later than 10 days from the declared date of the election. The Principal by a SMS will indicate, on the date of election, to the Election Committee the number of expected ballot paper/s sent from the college.

6. Counting of Votes:

Each vote casted through SMS from the registered mobile phone shall be forwarded automatically to a dedicated e-mail ID in the Office of the Chairperson, Election Committee. These will be counted by the Election Committee. The postal ballots received within 10 days from the date of election shall also be counted.

7. Declaration of Result

Six candidates obtaining maximum number of votes shall be declared elected by the Election Committee. A letter in this respect will be sent to Dy. Registrar (Conf) for information and necessary action.

8. Display of information on NEHU website

Simultaneously, the Schedule of Election process, list of eligible voters, Nomination form, list of candidates, list of elected representatives etc. shall be put up on NEHU website for information and it will be the responsibility of the stakeholders to access the information in time.

9. Objections

Any objection to the results declared shall be submitted by the candidate or his/her agent to the Chairperson, Election Committee within 3 days from the date of declaration of the result. Such objections shall be scrutinized by the Election Committee and the decision of the Committee shall be final.

5:1:2(4)

**Annexure I**

**NOMINATION FORM:** (Please fill in block letters)

Nomination for Election of Representatives of teachers of affiliated Colleges to the Academic Council of NORTH – EASTERN HILL UNIVERSITY  
ELECTIONS 20- -

I, the undersigned, propose the name of \_\_\_\_\_  
of the Department of-----of College-----  
-----

for electing the Representative of teachers of affiliated Colleges to the Academic Council of NEHU.

Dated: \_\_\_\_\_ Signature \_\_\_\_\_

Full Name \_\_\_\_\_

Name of the Department and College \_\_\_\_\_

I, the undersigned second the above proposal.

Dated: \_\_\_\_\_ Signature \_\_\_\_\_

Full Name \_\_\_\_\_

Name of the Department and College \_\_\_\_\_

I accept the above nomination

Dated: \_\_\_\_\_ Signature \_\_\_\_\_

Full Name \_\_\_\_\_

Name of the Department and College \_\_\_\_\_

Nomination Forwarded by Principal of the College

Signature \_\_\_\_\_

Seal of the College

**Note:** 1. Write the name in capital letters.

2. All names should be as in the voters list released by the Election Committee.

**For Use of the Election Committee:**

Received the nomination paper  
Chairperson, Election Committee  
Date & Time: \_\_\_\_\_

submitted the nomination  
Candidate/Representative  
Date & Time: \_\_\_\_\_

Certified that the above nomination paper has been scrutinized and found to be valid/invalid.

Chairperson  
Election Committee  
Date \_\_\_\_\_

Member  
Election Committee  
Date \_\_\_\_\_

Member  
Election Committee  
Date \_\_\_\_\_

**5 : 1 : 3(1)**

**(iii). Proposed amendments of Ordinance OD-5 on Representation of the Students of the University on the Academic Council.**

The Dean Students' Welfare has submitted a proposal of amendment of Ordinance OD-5 on representation of the Students of the University on the Academic Council at Annexure 'A'.

The matter was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council approved the same.

The matter is placed before the Council for consideration.

**Agenda note for amendments of the Ordinance :****ON REPRESENTATION OF THE STUDENTS OF THE UNIVERSITY  
ON THE ACADEMIC COUNCIL(OD-5)**

Clause 2 (1) provides that criteria for selection should be marks of 1<sup>st</sup> & 2<sup>nd</sup> Semesters taken together. Delay in declaration of results cause delay in finalizing nominations. PG students also cease to be members in July every year when they finish their MA/MSc. studentship as per OD-5:4(1). This, therefore, has been creating problems in representation of students in Academic Council every year.

If, however, we take highest marks criteria for qualifying examination, students admitted to UG/PG/Ph. D. programmes in July-August every year would be eligible. This will enable student representation in Academic Council for full 1(one) year.

Existing Ordinance	Proposed amendments
OD-5	OD-5
ON REPRESENTATION OF THE POST-GRADUATE STUDENTS OF THE UNIVERSITY ON THE ACADEMIC COUNCIL	ON REPRESENTATION OF THE STUDENTS OF THE UNIVERSITY ON THE ACADEMIC COUNCIL
Under Clause (1) (xiii) of Statute 14	Under Clause (1) (xiii) of Statute 14
<b>General</b> 1. The selection of two Post-Graduate students of the University, one from Science and one from Humanities and one Research Scholar shall be made in accordance with the provisions of this Ordinance.	1. <b>General</b> The selection of one Under-Graduate, one Post-Graduate and one Research Scholar, one each from Science Schools (odd years) and Humanities/Social Science Schools (even years), shall be made in accordance with the provisions of this Ordinance.
<b>Procedure for Selection</b> 2 (1) One student each, securing the highest aggregate Grade Point Average and/or marks at the first and second semester examinations taken together, shall be selected from the following groups.	2. <b>Procedure for Selection (A)</b> One student each, securing the highest marks at the qualifying exam level, admitted to the programme in the preceding academic year, shall be selected from the following groups :
(i) the students of humanities comprising the School of Social Sciences, Languages, Education and such other schools as may be notified by the University from time to time.	(i) the students of humanities & social sciences comprising the Schools of Social Sciences, Humanities , Education , Human and Environmental Sciences, Economics , Management & Information Science and such other schools as may be notified by the University from time to time.
(ii) the students of science comprising the schools of Physical Sciences, Life Sciences, Environmental Sciences and such other schools as may be notified by the University from time to time. Provided that students from the same School will not be eligible for selection in any two consecutive terms. In case students from the same School score highest marks a student	(ii) the students of sciences comprising the Schools of Physical Sciences, Life Sciences, Technology and such other schools as may be notified by the University from time to time. Provided that students from the same School will not be eligible for selection in any two consecutive terms. In case students from the same School score highest marks a student from another School securing highest marks as

<p>from another School securing highest marks as referred to earlier will be selected.</p> <p>(2) One research scholar who has worked for atleast one year full time for his Ph.D/M.Phil degree and who has obtained First Class/ Grade at the M.A./M.Sc./M.Ed. examinations and highest grade in the credit programmes of M.Phil/Ph.D. in the preceeding academic year shall be selected by rotation from amongst the students of humanities comprising the Schools of Social Sciences, Languages, Education and such other schools as may hereafter be notified, taken together, and from amongst students of science comprising the Schools of Life Sciences, and such other schools as may hereafter be notified, taken together.</p> <p><b>Limitations as to Attendance in Meetings</b> 3. (1) No member referred to in 2(1) and 2(2) above shall have the right to be present at the meeting of the Academic Council when it takes up for consideration any of the following subjects :</p> <p>(a) Faculty positions, recruitment, condition of service and academic freedom ;</p> <p>(b) Actual process of evaluating of academic performance and merit of students including appointment of examiners, paper setters, moderators, etc.</p> <p><b>Term of Office</b> 4. (1) The term of a student member of the Academic Council shall be one year provided that a student member shall cease to be a member of the Academic Council when he ceases to be a student of the University and nostudent member shall be eligible for selection to the Council for a second term.</p> <p>(2) The term of the student members shall commence on such date as may be notified.</p> <p><b>Disqualifications</b> 5. No student member shall be a member of the Academic Council and the Court of the University simultaneously.</p>	<p>referred to earlier will be selected.</p> <p>(B) One research scholar who has worked for atleast one year full time for his Ph.D degree and who has obtained highest marks/grade in the qualifying (M.A./M.Sc./M.Ed.) examinations shall be selected by rotation from amongst the students of humanities/ social sciences comprising the Schools of Social Sciences, Humanities , Education , Human and Environmental Sciences, Economics , Management &amp; Information Science and such other schools as may hereafter be notified, taken together, and from amongst students of science comprising the Schools of Life Sciences, Physical Sciences, Technology and such other schools as may hereafter be notified, taken together.</p> <p><b>3. Limitations as to Attendance in Meetings</b> (1) No change</p> <p>(i) No change</p> <p>(ii) No change</p> <p><b>4. Term of Office</b> (1) No change</p> <p>(2) No Change</p> <p>(3) Nomination shall be made in July every year for the membership.</p> <p><b>5. Disqualifications .</b> No Change</p>
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**5 : 1 : 4 (1)**

**(iv). Amendment of Statutes/ Ordinance – NEHU.**

In term of provisions laid down under Statute 41 (5) & (6) of the NEHU Act, 1973, the Ordinances /Regulations were notified vide notification No. F. Conf /13-5/ Ord. / 99 (Vol. IV) – 169, dated 21<sup>st</sup> November, 2011.

Comments received on the Ordinance / Statute- NEHU from Ministry /UGC is placed at Annexure 'A'.

The matter was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council approved the re-joinder as suggested by the Ministry /UGC and RESOLVED to referred the matter to the ordinances Committee.

The matter is placed before the Council for consideration.

S: 1:4(2)

Annexure 'A' 1200 127

By Speed Post/Fax

No F. 8-4/2011-Desk U  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education

New Delhi Dated 14.05.2012.

To,  
Sh. L. Roy,  
Registrar,  
North Eastern Hill University,  
NEHU Campus, Shillong- 793022.

DR (Conference)

**Sub: Amendment of Statutes / Ordinances – North Eastern Hill University**

Sir,

I have been directed to refer to your letter no. Conf/13-5/Ord/99(Vol.IV) of different dates on the subject mentioned above and to say that comments of the University on Serial no. 7 of UGC letter no. 7-4/2007 (CU) dated 26.12.2011, sent vide undersigned letter dated 14.02.2012 (copy enclosed) has not been received so far. Further, UGC vide their letter dated 16.04.2012 (copy enclosed) has also advised some modifications/ additions on the amendments proposed by University in the Statutes/ ordinances.

It is therefore, requested that comments of the University may kindly be furnished at the earliest to enable the Ministry to process the proposal of University and submit the same for consideration and approval of the Visitor. It is also requested that proposal of amendment in Statutes/ Ordinances, incorporating the advice/ suggestion of UGC may please be furnished in following format.

Statute / Ordinance No.	Existing Statute / Ordinance	Proposed amendment	Statute/ Ordinance after amendment

Amendments may also provided through mail [ramjipandey.edu@nic.in](mailto:ramjipandey.edu@nic.in).

Encl : As above

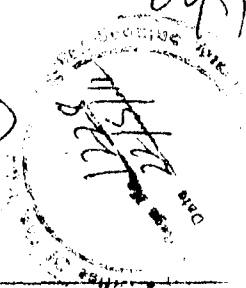
Yours faithfully

(Ramji Pandey)

Under Secretary to the Govt. of India

Tel: 011-23384412

108  
25/5/12  
Dallay  
A. Roy



Self  
[Signature]

S. 1:4(3)

12/6

By Speed Post/Fax

No F. 8-4/2011-Desk U  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education

New Delhi Dated 14.02.2012.

To,

Sh. L. Roy,  
Registrar, NEHU,  
Shillong- 793022.

**Subject: Amendment of Ordinances / Statute – North Eastern Hill University**

Sir,

*P-10*  
I have been directed to refer to your letter no. Conf/13-5/Ord/99(Vol.IV)-154 dated 19.10.2011 on the subject mentioned above and to request that comments of the University on Serial no. 7 of UGC letter no. 7-4/2007 (CU) dated 26.12.2011 (copy enclosed) may kindly be furnished at the earliest to enable the Ministry to process the proposal of University and submit the same for consideration and approval of the Visitor.

*1116*


Yours faithfully

Encl : As above

(Ramji Pandey)  
Under Secretary to the Govt of India  
Tel: 011-23384412

S: 1: 4(4)

125

23236735/ 23239437/23235733 23232701 23237721/ 23232317/23234116/ 23236351 UGC website- www.ugc.ac.in		UNIVERSITY GRANTS COMMISSION BAHADURSHAH ZAFAR MARG NEW DELHI-110002 विश्वविद्यालय अनुदान आयोग बहादुरशाह जफर मार्ग नई दिल्ली - 110 002
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No.F. 7-4/2007(CU)

April, 2012

✓ Shri Ramji Pandey  
Under Secretary,  
Government of India,  
Ministry of Human Resource Development,  
Department of Higher Education,  
Shastri Bhawan,  
New Delhi 110 001

17 6 APR 2012

Sub:- Amendment of Ordinance / Statute – North Eastern Hill University.

Sir,

With reference to your letter No.F.8-4/2011-Desk(U) dated 07.07.2011 on the subject mentioned above, I am directed to enclose herewith the comments of the UGC for your perusal and necessary action at your end.

Encl: As above

Yours faithfully,



(A. K. Saroya)  
Under Secretary

Statute 20 (2) (D) Career Advancement	As per UGC Regulation 2010 under CAS, there is a procedure for the "Screening cum Evaluation Committee" for CAS promotion of Assistant Professor / equivalent cadres in Librarian / Physical Education from one AGP to the other higher AGP. However, University has not incorporated this procedure in the proposed amendment. Therefore, University may be advised to incorporate this procedure in the proposed amendment.
Statute 20 (2) (E) Principal of a College	The Selection Committee for the post of Principal of a College is not as per UGC Regulation, 2010.
Statute 20 (2) (F) Teachers of Colleges maintained by the University	The Selection Committee for the post of Teachers of a College is not as per UGC Regulation, 2010.
Statute 20 (2) (G) Teachers of Colleges maintained by the University	UGC has no objection to the changes suggested by the University.
(3) and (4)	UGC has no objection to the changes suggested by the University.
(5)	No change has been suggested by the University.
(6)	UGC has no objection to the changes suggested by the University.
(7)	UGC has no objection to the changes suggested by the University.

**Proposed Amendments to OA-6, OA-7, OA-8, OA-9, OA-11\*, OA-13, OA-14, OB-5, OB-13, OC-4\*, OC-5\*, OC-13 and OD-9**

OA-6 – on the Board of Research Studies	UGC has no objection to the changes suggested by the University.
OA-7 – on the Board of the Schools	UGC has no objection to the changes suggested by the University.
OA-8 – on the Board of Post Graduate Studies	UGC has no objection to the changes suggested by the University.
OA-9 – on the Board of Under Graduate Studies	UGC has no objection to the changes suggested by the University.
OA-13 – on the Board of Studies for Professional courses	UGC has no objection to the changes suggested by the University.
OA-14 – on the University Science Instrumentation Centre	UGC has no objection to the changes suggested by the University.
OB-5 – on the functioning of Academic Departments in the University	UGC has no objection to the changes suggested by the University.

S: 1: 4(6)

University Grants Commission

Amendment of Ordinance / Statute – North Eastern Hill University

Statues / Ordinances	Comments of the UGC
Statute 7 (Clause 2)	UGC has no objection to the changes suggested by the University as the changes are as per UGC Regulations, 2010 except the word "Reader" may be replaced by the word "Associate Professor".
Statute 8 Clause (1) and (2)	UGC has no objection to the changes suggested by the University.
Statute 10 A Clause xii	
Statute 12 Clause 1(v)	
Statute 13 Clause 2 (i) and 2 (ii)	
Statute 14 Clause x	
Statute 21 Clause 1	UGC has no objection to the changes suggested by the University It is observed at in placed of "Associate Professor" a word 'A' is written due to typical error.

**Proposed Amendment of the Statute 20 of North Eastern Hill University on Selection Committee :-**

Statute 20 (1)	UGC has no objection to the changes suggested by the University except that the University has inserted new clause in the proposed amendment i.e. "The Selection Committee shall have the power to recommend higher initial pay or advance increments to be offered to a selected candidate in exceptional cases" which should be replaced as under.  "The Selection Committee shall have the power to recommend higher initial pay or advance increments to be offered to a selected candidate in exceptional cases as per the instructions issued by Govt. of India".
Statute 20 (1) (A)	UGC has no objection to the changes suggested by the University.
Statute 20 (1) (B)	At present the Merit Promotion Scheme (MPS) do not exist. Therefore, the word "Merit Promotion Scheme (MPS)" should be deleted.
Statute 20 (2) (A)	UGC has no objection to the changes suggested by the University.
Statute 20 (2) (B)	
Statute 20 (2) (C)	

	Report" to the University with a copy to UGC. Besides, the University will furnish half-yearly feed back report to UGC.  Any changes in the guidelines/norms/selection procedure etc of UGC/Govt. of India in future on the Adjunct Faculty shall be automatically adopted by the NEHU from time to time.
OC-13 - on correspondence course	UGC has no objection to the changes suggested by the University.
OD-9-on the North Eastern Hill University Women's Cell	No changes have been suggested by the University.

**Proposed Amendment of OE-2 on the Terms and Conditions of Service of the Registrar**

OE-2 - on the Terms and Conditions of the Registrar	The UGC has not formulated the Regulations on the Terms and Conditions of Services of the Registrar so far. However, as per the qualification prescribed for the post of Registrar in UGC Notification, 1998 the clause (b) should be modified as under :-  "At least 15 years of experience as Lecturer (Sr. Scale / Assistant Professor with AGP of 7000 with eight years of service in Associate Professors Grade alongwith experience in educational administration".  The Rest is in order.
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**Proposed Amendment of OE-3 on Selection Committee Procedure**

OE-3 - on Selection Committee Procedures	UGC has no objection to changes suggested by the University except that the following para may also be added under para 8 of this ordinance as under:- The selection procedure for selection of different categories of post as given in the UGC Regulation on minimum qualifications for appointments of teachers and other academic staff in Universities and colleges and measures for the maintenance of standards in Higher Education, 2010 shall be followed by the University.
--	--

OB-13 – on Adjunct Faculty members

Para 1 to 4 of this ordinance may be replaced as under:-

Relatively younger and Mid-career professionals and specialists from such organization those under the AEC, ICSSR, CSIR, ICAR etc. With post graduate or doctoral qualification and with academic and Research credentials will be eligible for appointment as Adjunct faculty in a University Deptt. Professionals and specialists from PSU, and business corporations, especially those in their R & D cells, will also be eligible for these positions. There will be a tenure appointment for one academic year, or for two semesters. They will be offered upto Rs. 1500/- per teaching hours/session, subject to a maximum of Rs. 30,000/- per month and as amended by the UGC/Government of India from time to time. Besides the University will provide them suitable office-space to facilitate their working and interaction with student and peers.

**Search/Selection procedures:-**

The University shall set up search/selection committee to evaluate and finalize the name of Professionals and experts to be offered the position of Adjunct Faculty.

**Assignment Description:-**

During their tenure Adjunct Faculty will be expected:-

- i. To conduct a united number of P.G. classes.
- ii. To interact with P.G., M.Phil and / or Ph.D student
- iii. To conceive new area for project and M.Phil/Ph.D Research work.
- iv. To invite and participate in campus seminars and workshop
- v. To deliver a few public lectures on contemporary issues on the campus.

**Monitoring:-**

At the end of assignment, every Adjunct Faculty will submit a "performance

OE-4 – on Notification of vacancies and Preliminary Selection	<p>The existing para may be replaced as under:-</p> <p>The process of selection under career advancement scheme for Associate Professor, Professor shall involve <u>inviting the ' Biodata with duly filled performance based appraisal system (PBAS) performa</u> developed by the University based on Academic Performance Indicator (API) criteria based PBAS set out in the UGC Regulation on minimum qualification for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in Higher Education, 2010.</p>
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**Proposed Amendment of OE-5 on Service Conditions, Salary scales, classification and Qualification of Teachers**

OE-5 On service conditions, salary and Qualification of Teachers	<p>UGC may have no objection to the changes suggested by the University except Under clause (13, Retirement Benefit), the following may be added :</p> <p>Teachers appointed on or after 1.1.2004 will be covered under the <u>New Pension Scheme and Retirement Benefits shall be provided as per the provisions in the New Pension Scheme.</u></p>
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**Proposed Amendment to OE-6 on Governing Leave to Teachers of the University**

<p>OE-6 – on Governing Leave to Teachers of the University</p> <p>A. Permanent Teachers</p>	<p>UGC may have no objection to the changes <del>suggested</del> <sup>by</sup> the University except <del>the following</del> <sup>the following</sup></p> <p>Under <u>clause (4)</u> Duty Leave, a teacher can be granted duty leave of the maximum of <u>30 days in an academic year</u>. This provision has not been incorporated in the ordinance. The University may be advised to incorporate this provision in the said ordinance.</p> <p>* Under clause (5) (i)</p> <p>Clause 5 (i) (b) is to be deleted as it is not covered in UGC regulations on Duty Leave,</p>
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S.1.4(10)

	<p>Study Leave, Sabbatical Leave.</p> <p>Under clause (ii) Earned leave is not in accordance with the rules framed in the UGC Regulations, 2010. The maximum earned leave that may be sanctioned at a time shall not exceeded 60 days. While the University has proposed 120 days and in the note below clause II the word "duration" is to be replaced by "amount".</p> <p>Under clause (8) (v) Extra – Ordinance Leave, the sentence "Extra-ordinary leave shall always be without pay", should be replaced as "Extra-Ordinary leave shall always be without pay and allowances".</p> <p>Under clause (11) (ii) Sabbatical Leave it should be specified "any kind of training programme of duration one year or more".</p> <p>Under clause (12) (iii) Maternity Leave may be combined with Earned Leave, Half Pay leave or extraordinary leave or any leave applied for in-continuation of Maternity Leave may be granted upto 2 years without medical certificate.</p> <p>Under clause (14) Child Care Leave the sentence "Child Care Leave can be availed only if there is no Earned Leave at credit" may be deleted.</p> <p>Under clause (21) (xv) for the purpose of this Ordinance, unless otherwise specified the term year shall mean as calendar year.</p>
B. Teachers appointed on Probation	UGC has no objection to the changes suggested by the University.
C. Temporary Teachers	As per observation indicated under part (A).
D. Teachers appointed on contract	UGC has no objection to the changes suggested by the University except
E. Honorary and Part-Time Teachers	UGC vide its letter No. F.2-9-97 (PS) dated 21 <sup>st</sup> march, 1999, it was informed to all Universities that the Commission decided that no new part-time teachers be

	appointed and whenever required Guest Faculty could be appointed on per lecture basis. <b>Therefore, there is no need to frame the Ordinance for Part-time teachers.</b>
F. General	Under clause 22(v), under Leave Salary, the City Compensatory Allowance has also been indicated which has been discontinued from the 6 <sup>th</sup> CPC. This allowance should be deleted from this clause.

**Proposed amendment of OE-8 on Terms and Conditions of service of Finance Officer**

OE-8 – on the Terms and Conditions of Service of the Finance Officer	<p>UGC has not formulated the Regulations on the Terms and Conditions of Services of the Finance officer so far. However, as per the qualification prescribed for the post of Finance Officer in UGC Notification 1998 the clause (b) should be modified as under :-</p> <p>“At least 15 years of experience as Lecturer (Sr. Scale) / Assistant Professor with AGP of 7000 with eight years of service in Associate Professors Grade alongwith experience in educational administration”.</p> <p>The post of Finance Officer is a tenure post and this provision has not been included in this Ordinance. Therefore, the following provision may be included in this Ordinance :-</p> <p>“The appointment for the post of Finance Officer should be on tenure basis for 5 years which may be renewed for a similar term”.</p> <p>The following may also be added under clause (9), “The Finance Officer appointed after 1.1.2004 will be covered under New Pension Scheme”.</p>
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S.1.4(2)

**Proposed Amendment of OE-9 on Terms and Conditions of service of the Controller of Examination**

OE-9 – on the Terms and Conditions of Service of the Controller of Examinations	<p>UGC has not formulated the Regulations on the Terms and Conditions of Services of the Controller of Examinations. However, as per the qualification prescribed for the post of Controller of Examinations in UGC Notification 1998 the clause (b) should be modified as under :-</p> <p>“At least 15 years of experience as Lecturer (Sr. Scale / Assistant Professor with AGP of `7000 with eight years of service in Associate Professors Grade alongwith experience in educational administration”.</p> <p>The following may also be added under clause 6: “The controller of examination appointed after 1.1.2004 will be covered under New Pension Scheme”.</p>
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**Proposed Amendment of OE-14 on Minimum Qualifications for Direct Recruitment to the post of Librarian, Deputy Librarian and Assistant Librarian / Deputy Registrar and Assistant Registrar / Director of Physical Education / Deputy and Assistant Director of Physical Education.**

OE-14 University Librarian – 1	In addition to proposed amendments, the following may also be added: “Notwithstanding anything contained in clause I to iii above, the minimum academic performance requirement and screening/ selection criteria of UGC Regulation on Minimum qualification for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in Higher Education, 2010 shall be applicable.
University Deputy Librarian – 2	In addition to proposed amendments, the following may also be added: “Notwithstanding anything contained in clause I to iii above, the minimum academic performance requirement and screening/ selection criteria of UGC Regulation on

	Minimum qualification for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in Higher Education, 2010 shall be applicable.
University Assistant Librarian / College Librarian / Documentation Officer – 3	In UGC Regulations, 2010, the post of Documentation Officer has been deleted. Therefore, the post of documentation Officer may be deleted from this Ordinances.
Deputy Registrar – 4	UGC has not formulated the Regulations on the Terms & Conditions of Services of the post of Deputy Registrar. However, as per the qualification prescribed for the post of Deputy Registrar in UGC Notification 1988, the clause (ii) should be modified as under:-  “Five years experience as a Lecturer / Assistant Professor in a College or a University with experience in educational administration”.
Assistant Registrar – 5	UGC has no objection to the changes suggested by the University.
University Assistant Director of Physical Educational and Sports / College DPEs	UGC has no objection to the changes suggested by the University except that the University may add the following in appropriate place. “Service requirement, minimum academic performance requirement and screening/selection criteria shall be as per UGC Regulation on minimum qualification for appointment of teachers and other academipcp staff in universities and colleges and measures for the maintenance of standards in Higher Education, 2010 shall be applicable.
University Deputy Director of Physical Education / College DPEs	UGC has no objection to the changes suggested by the University.
University DPEs	UGC has no objection to the changes suggested by the University.

#### Proposed Amendment of OE-15 on Career Advancement Scheme

OE-15 – Career Advancement Scheme	UGC has no objection to the changes suggested by the University.
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**5:1:5(1)**

**5: - ACADEMIC MATTERS:**

**5:1: - Statutes, Ordinances, Regulations & Rules:**

- (v) Framing of the Recruitment Rules for the Post of Hindi Translator and Hindi Typist.

The UGC vide its letter No.F.No.5-1/2009 (Rajbhasha) dated 24<sup>th</sup> January, 2011 (ANNEXURE – I) has approved creation of the posts of Hindi Officer, Hindi Translator and Hindi Typist for all the central Universities and also provided the prescribed educational qualification and pay scales for the above posts.

The Recruitment Rules for the post of Hindi Officer has already been framed and notified. The Recruitment Rules for the remaining posts of Hindi Translator and Hindi Typist is therefore required to be framed on the basis of the UGC (Rajbhasha) letter, referred to above.

The LCRC in its meeting held on 11<sup>th</sup> & 13<sup>th</sup> June 2012 have considered and recommended the Recruitment Rules for the post of Hindi Translator and Hindi Typist as placed at Annexure- II and III.

The matter is placed before the Council for consideration.

**FRAMING OF RECRUITMENT RULES FOR THE POST OF HINDI  
TRANSLATOR AND HINDI TYPIST**

The UGC vide its letter No.F.No.5-1/2009 (Rajbhasha) dated 24<sup>th</sup> January, 2011 (ANNEXURE - I) has approved creation of the posts of Hindi Officer, Hindi Translator and Hindi Typist for all the central Universities and also provided the prescribed educational qualification and pay scales for the above posts.

The Recruitment Rules for the post of Hindi Officer has already been framed and notified. The Recruitment Rules for the remaining posts of Hindi Translator and Hindi Typist is therefore required to be framed on the basis of the UGC (Rajbhasha) letter, referred to above.

The LCRC in its meeting held on 11<sup>th</sup> & 13<sup>th</sup> June 2012 have considered and recommended the Recruitment Rules for the post of Hindi Translator and Hindi Typist as placed at Annexure- II and III.

The matter is placed before the Council for consideration .

5:125(3)

ANNEXURE - I

Translated Version.

University Grants Commission  
Bahadurshah Zafar Marg  
New Delhi

F.NO. S-1/2009 (Rajbhasha)

Dated: 24 January, 2011

To

The Vice-Chancellor  
North Eastern Hill University  
NEHU Campus  
Shillong, Meghalaya - 793022

Subject: Creation of minimum Hindi Posts & Educational qualifications for the posts of Hindi Officers, Hindi Translator & Hindi Typist in the Central Universities.

Sir,

Vide letter No. F-1/2008 (Rajbhasha) dated 13<sup>th</sup> December, 2010 on the above cited subject the University Grants Commission was forwarded to all Central Universities. In this regard, I am directed to say that the Commission has given their acceptance for the following posts & to this effect prescribed qualification for the said posts has been fixed as below

Sl.No.	Sanction posts
1	Hindi Officer -1
	Pay Scale - Pay Band -3 & Pay Grade -300-
	Age Limit - Not more than 40 years. 5 years relaxation of age limit for the employees of Central Govt. State Government Universities, Autonomous Organizations & Backward Classes as per the Rules prescribed by the Government of India. Last date of receiving the application will be Decisive for the determination of age limit

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Henc

	<p><b>Educational Qualification - COMPULSORY</b></p> <p>(1) Post Graduate Degree of Hindi from any recognized University OR in addition to this English as one of the subject at Degree level with equivalent to minimum 55% marks</p> <p>(2) 5 years experience of Technical works &amp; OR translation from English to Hindi &amp; vice-versa in which preference will be given to work of technical or Scientific literature OR Hindi teaching research, writing OR 5 years experience of Journalism</p> <p><b>REQUISITE</b> Knowledge of Sanskrit OR any Indian Languages</p>
2	<p><b>Hindi Translator - I</b></p> <p><b>Pay Scale</b> - Pay Band - 2 &amp; Grade Pay - 4200/-</p> <p><b>Age Limit</b> - Not more than 30 years. 5 years relaxation of age limit for the employees Of Central Govt /State Government/Universities &amp; Autonomous Organizations. Relaxation of age to the Candidate belongs to Scheduled Caste/Scheduled Tribes &amp; Backward Classes the Rules prescribed by the Government of India. Last date of receiving the application will Decisive for the determination of age limit</p> <p><b>Educational Qualification : COMPULSORY</b></p> <p>(1) Post Graduate Degree English-Hindi OR English/Hindi as compulsory/optional subject at Graduate level from any recognized University</p> <p>(2) Recognized Diploma/Certificate Course in translation in Hindi to English and vice-versa OR 2 years experience of translation work of Hindi-English and vice-versa in the Office Of Central/State Government and Autonomous Organizations</p> <p><b>REQUISITE</b> Knowledge of Sanskrit OR any India Language.</p>
3	<p><b>Hindi Typist - I</b></p> <p><b>Pay Scale</b> - Pay Band - 1 &amp; Pay Grade - 1900/-</p> <p><b>Age Limit</b> - Not more than 25 years. 5 years relaxation of age limit for the employees Of Central Govt /State Government/Universities &amp; Autonomous Organizations. Relaxation of age to the Candidate belongs to Scheduled Caste/Scheduled Tribes &amp; Backward Classes the Rules prescribed by the Government of India. Last date of receiving the application will Decisive for the determination of age limit</p>

S-1:5(5)

Educational Qualification : COMPULSORY (As per the VI Pay Commission)  
Passed 12<sup>th</sup> Standard Examination from any recognized School Board

Typing Speed : 25 words per minute

Yours faithfully  
V S Kargia  
Deputy Secretary

Copy forwarded to the following for information and necessary action :

1. Dr. (Mrs) Anita Bhatnagar Jain (I A S), Joint Secretary (Administration & Language)  
Ministry of Human Resource Development, Dept. Of Higher Education, Shastri Bhawan,  
New Delhi -110015
2. University Section, University Grants Commission, New Delhi.

Ursula Mij  
Section Officer

5/125(6)

## ANNEXURE - II

ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR  
THE POST OF HINDI TRANSLATOR

Ref: Proforma prescribed in the Hand Book on Recruitment rules, Prepared by Government of India,  
Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	<b>Hindi Translator</b>
Number of Post (s)	2.	As sanctioned by the UGC from time to time.
Classification	3.	Group - B
Scale of pay	4.	PB-2 Rs.9300 – 34,800/- + Grade Pay Rs.4200/-.
Age limit for direct recruit	5.	Not more than 30 years. 5 years relaxation of age limit for the employees of Central Government/ State Government /Universities and Autonomous Organizations. Relaxation of age to the candidate belonging to Schedule Castes/ Scheduled Tribe and Backward Classes will be admissible as per the Rules prescribed by the Government of India. Last date of receipt of the application will decide determination of age limit.
Educational and other qualification required for direct recruits with English / Hindi as one of the subject of degree level.	6.	<p>i. Post Graduate degree in English/ Hindi Or English / Hindi as Compulsory / Optional subject at Graduate level from any recognized University.</p> <p>ii. Recognized Diploma/ Certificate course in translation in Hindi to English and vice-versa Or 2 years experience of translation work of Hindi – English and vise-versa in the offices of Central/ State Government and Autonomous Organizations.</p> <p>Desirable:- Knowledge of Sanskrit OR any Indian language.</p>
Whether age and applications prescribed for direct recruits will apply in case of promotees.	7.	Not applicable.

Period of probation, if any	8.	2 (Two) years
Method of recruitment/percentage of the vacancies to be filled by various methods	9.	100 % by direct recruitment
Whether by direct recruitment or by promotion or by deputation / absorption	10.	Not applicable.
Incase of recruitment by promotion/deputation/absorption grades from which promotion/deputation absorption to be made.	11.	Not applicable
Composition of selection Committee/Departmental Promotion Committee	12.	<p><b>(a) <u>Screening Committee:</u></b></p> <p>The Composition of Screening Committee for the post in the University shall consist of the following:-</p> <p>i) Dy. Registrar, Estt-I - Chairperson</p> <p>ii) Hindi Officer/HOD Hindi Deptt. or his/her nominee - Member</p> <p>iii) Assistant Registrar, Estt - I - Convener</p> <p><b>(b) <u>Selection Committee.</u></b></p> <p>i) Registrar - Chairman</p> <p>ii) Head of Deptt. (Hindi) - Member</p> <p>iii) C.O.E - Member</p> <p>iv) Finance Officer - Member</p> <p>v) University Librarian - Member</p> <p>vi) Two experts to be nominated by Vice-Chancellor - Member</p> <p>vii) Deputy Registrar, Estt- I - Non -Member Secretary.</p> <p>[At least 4 (four) members shall form the quorum]</p>

		<p><i>“Provided further that in terms of Govt. of India Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training, Office Memorandum No.39016/7(S)/ 2006-Estt(D) of 8<sup>th</sup> January, 2007 a member belonging to SC/ST and a member belonging to Minority Community shall be included in the above Selection Committee if the recruitment is to be made to 10(ten) or more vacancies in the post and where the number of vacancies falls less than 10(ten), efforts shall be made to include a member each from the said communities in the Selection Committee”.</i></p>
<p>Scales proposed to be given in Assured Career Progression Scheme as approved by the Govt. of India</p>	<p>13.</p>	<p>As per GOI/UGC Rules applicable from time to time.</p>

**ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR THE  
POST OF HINDI TYPIST**

Ref: Proforma prescribed in the Hand Book on Recruitment rules, Prepared by Government of India, Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	<b>Hindi Typist</b>
Number of Post (s)	2.	As sanctioned by UGC from time to time.
Classification	3.	Group -C
Scale of pay	4.	PB-1 ₹.5200 - 20200/- + Grade Pay ₹.1900/- or as approved/revised by GOI/UGC from time to time.
Whether selection post/Non selection post	5.	Not applicable.
Age limit for direct recruit	6.	Not more than 25 years. 5 years relaxation of age limit for the employees of Central Government /State Government/ Universities & Autonomous Organizations Relaxation of age to the candidate belongs to Schedule Caste/ Scheduled Tribe & Backward Classes will be admissible as per the rules prescribed by the Government of India. Last date of receipt of the application will decide determination of age limit.
Education and other qualification required for direct recruits	7.	1. Passed 12 <sup>th</sup> standard examination from any recognized board. 2. Typing speed of 25 w.p.m in Hindi. 3. Working knowledge in Computer in Hindi programmes.
Whether age and applications prescribed for direct recruits will apply in case of promotees.	8.	Not applicable.
Period of probation, if any	9.	2 (Two) years.
Method of recruitment/percentage of the vacancies to be filled by	10.	100 % by direct recruitment through practical test and interview.

various methods		
Incase of recruitment by promotion/deputation/absorption grades from which promotion/deputation absorption to be made.	11.	Not applicable
Composition of selection Committee/Departmental Promotion Committee	12.	<p><b><u>SCREENING COMMITTEE</u></b></p> <p>The Composition of Screening Committee for the post in the University shall consist of the following:-</p> <ol style="list-style-type: none"> <li>1. Deputy Registrar, Estt – I - Chairperson</li> <li>2. Hindi Officer - Member</li> <li>3. Assistant Registrar, Estt – I - Member</li> <li>4. Section Officer, Estt – I – Ex-Officio Convener. (Non member)</li> </ol> <p><b><u>SELECTION COMMITTEE:</u></b></p> <ol style="list-style-type: none"> <li>i) Registrar - Chairperson</li> <li>ii) Finance Officer - Member</li> <li>iii) Librarian - Member</li> <li>iv) Controller of Examination - Member</li> <li>v) One outside experts to be nominated by the Vice – Chancellor. - Member</li> <li>vi) Deputy Registrar, Estt-I - Non Member Secretary.</li> </ol> <p>[At least 4 (four) members shall form the quorum]</p> <p><i>“Provided further that in terms of Govt. of India Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training, Office Memorandum No.39016/7(S)/ 2006-Estt(D) of 8<sup>th</sup> January, 2007 a member belonging to SC/ST and a member belonging to Minority Community shall be included in the above Selection Committee if the recruitment is to be made to 10(ten) or more vacancies in the post and where the number of vacancies falls less than 10(ten), efforts shall be made to include a</i></p>

S: 125(11)

		<i>member each from the said communities in the Selection Committee".</i>
Scales proposed to be given in Assured Career Progression Scheme as approved by the Govt. of India	13.	As per GOI/UGC Rules applicable from time to time

**5:1:6(1)**

- (vi) Model Recruitment Rules for Group-C Posts in Pay Band -1, with Grade Pay of Rs. 1800/- (Pre-Revised Group –D Posts)

Executive Council in its 147<sup>th</sup> meeting vide EC resolution No.EC:147:2011:5:1:(ii) (Annexure – I) have resolved as follows:

- (a) Pursuant to 6<sup>th</sup> CPC approved recommendations and the aforesaid instruction of the UGC and the DOPT, there will be no further recruitment in Group – D posts.
- (b) The existing Group – D posts may be placed in Group – C Pay Band – 1 with Grade Pay of Rs. 1800/- by way of multi-skilling, with one employee performing jobs hitherto performed by different Group – D employees.
- (c) The minimum qualification for appointment to this level will be **Matriculation or equivalent pass OR ITI pass** **“May be adopted as per special requirements of the post, if any”**.
- (d) Such Group – D posts placed in Group- C Pay Band - 1 with Grade pay of Rs. 1800/- may be given the common designation of **“MULTI-TASKING STAFF”**.

As a follow-up action to the above decision of EC the Group – D employees in the Grade Pay of Rs. 1800/- have been designated under the common nomenclature of “MULTI TASKING STAFF” and placed in Group - C Pay Band – 1 with Grade Pay of Rs. 1800/-.

Since, only the common designation of **“MULTI TASKING STAFF”** is made effective in the University, the existing recruitment rules for all the pre-revised Group –D posts needs to be replaced by a common Recruitment Rules.

The matter was placed before the LCRC in its 4<sup>th</sup> meeting held on 11<sup>th</sup> & 13<sup>th</sup> June, 2012 and Recruitment Rules for the common post of “MULTI - TASKING STAFF” is framed by the Committee following DOPT MO. No.AB-14017 /6/2009 – Estt – (RR) dated 30.4.2010 (Annexure – II).

The Recruitment Rules for the post of Multi – Tasking Staff as framed by LCRC is placed at Annexure- III.

The matter is placed before the Council for consideration.

**MODEL RECRUITMENT RULES FOR GROUP - C POSTS IN  
PAY BAND - 1, WITH GRADE PAY OF RS.1800/- (PRE-  
REVISED GROUP - D POSTS)**

Executive Council in its 147<sup>th</sup> meeting vide EC resolution No.EC:147:2011:5:1:(ii) (Annexure - I) have resolved as follows:

- (a) Pursuant to 6<sup>th</sup> CPC approved recommendations and the aforesaid instruction of the UGC and the DOPT, there will be no further recruitment in Group - D posts.
- (b) The existing Group - D posts may be placed in Group - C Pay Band - 1 with Grade Pay of Rs. 1800/- by way of multi-skilling, with one employee performing jobs hitherto performed by different Group - D employees.
- (c) The minimum qualification for appointment to this level will be **Matriculation or equivalent pass OR ITI pass**  
**"May be adopted as per special requirements of the post, if any".**
- (d) Such Group - D posts placed in Group- C Pay Band - 1 with Grade pay of Rs. 1800/- may be given the common designation of **"MULTI-TASKING STAFF"**.

As a follow-up action to the above decision of EC the Group - D employees in the Grade Pay of Rs. 1800/- have been designated under the common nomenclature of "MULTI TASKING STAFF" and placed in Group - C Pay Band - 1 with Grade Pay of Rs. 1800/-.

Since, only the common designation of **"MULTI TASKING STAFF"** is made effective in the University, the existing recruitment

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rules for all the pre-revised Group -D posts needs to be replaced by a common Recruitment Rules.

The matter was placed before the LCRC in its 4<sup>th</sup> meeting held on 11<sup>th</sup> & 13<sup>th</sup> June, 2012 and Recruitment Rules for the common post of "MULTI - TASKING STAFF" is framed by the Committee following DOPT MO. No.AB-14017 /6/2009 - Estt - (RR) dated 30.4.2010 (Annexure - II).

The Recruitment Rules for the post of Multi - Tasking Staff as framed by LCRC is placed at Annexure- III.

The matter is placed before the Council for consideration.

by promotion on the basis of "Seniority cum Fitness". A Matriculate regular Junior Library Assistant with Certificate in Library Science and 5(five) years experience as Junior Library Assistant shall be eligible to be considered for promotion to the post.

by promotion on the basis of "Seniority cum Fitness". A Matriculate regular Junior Library Assistant with Certificate in Library Science of minimum course duration of 4(four) months and 5 (five) years experience as Junior Library Assistant shall be eligible to be considered for promotion to the post.

✓ (ii) **Model Recruitment Rules for Group-C posts in Pay Band-1, with Grade Pay of Rs.1800/-(Pre-revised Group- D posts).**

NO:EC:147:2011:5:1:(ii): The Council considered the recommendation of the Local Cadre Review Cell in its 2<sup>nd</sup> meeting held on 13<sup>th</sup> June, 2011 on Model Recruitment Rules for Group-C posts in Pay Band-1, with Grade Pay of Rs.1800/-(Pre-revised Group- D posts) as per UGC letter No.F.57-2/2009(CU) dated 8<sup>th</sup> April, 2011 and DOPT OM No.AB-14017/6/2009-Estt(RR) dated 30<sup>th</sup> April, 2010 and **RESOLVED** to approve the same as follows:

- (a) Pursuant to 6<sup>th</sup> CPC approved recommendations and the aforesaid instruction of the UGC and the DOPT, there will be no further recruitment in Group-D posts.
- (b) The existing Group-D posts may be placed in Group-C Pay Band-1 with Grade Pay of Rs. 1800/- by way of multi-skilling, with one employee performing jobs hitherto performed by different Group-D employees.
- (c) The minimum qualification for appointment to this level will be Matriculation or equivalent pass OR ITI pass"

“May be adopted as per special requirements of the post, if any”.

- (d) Such Group-D posts placed in Group-C Pay Band-1 with Grade Pay of Rs.1800/- may be given the common designation of “MULTI-TASKING STAFF”.

The Council also **RESOLVED** that Establishment-I shall have to re-designate Group-D posts as ‘MULTI-TASKING STAFF’(MTS).

- ✓ (iii) Amendment to Clause-8 of the Recruitment Rules for the post of System Analyst.

NO:EC:147:2011:5:1:(iii): The Council considered the recommendation of the Local Cadre Review Cell in its 2<sup>nd</sup> meeting held on 13.06.2011 on amendment to Clause-8 of the Recruitment Rules for the post of System Analyst and **RESOLVED** to refer back the matter to the Local Cadre Review Cell to see that in Recruitment Rules all the pay scales be in line with the VI CPC where it has not been done and the educational qualification for System Analyst which is a Group-A post be in line with UGC norms.

- ✓ (iv) Amendment to Clause-7 of the Recruitment Rules for the post of Pharmacist.

NO:EC:147:2011:5:1:(iv): The Council considered the recommendation of the Local Cadre Review Cell in its 2<sup>nd</sup> meeting held on 13<sup>th</sup> June, 2011 on amendment to Clause-7 of the Recruitment Rules for the post of Pharmacist as per UGC letter No.7-2/2010(JCRC) dated 21<sup>st</sup> December, 2010 and Ministry of Finance, Department of Expenditure, Implementation Cell OM No.F.1/1/2008-IC dated 18<sup>th</sup> November, 2009

M/S

DOP&T O.M. No. No.AB-14017/6/2009-Estt (RR) dated 30-04-2010

ANNEX-I

**Model Recruitment Rules for the posts which were in Group 'D' Scales prior to Sixth Pay Commission and which have been placed in Group 'C'- Pay Band - 1 (Rs. 5200-20200)+ Grade Pay Rs. 1800/-**

- |   |   |
|---|---|
| 1. Name of Post   | ¶¶¶<br>(To be indicated by the<br>Ministry/Department/Organization concerned)                                     |
| 2. Number of Post   | (number) * (year of framing)  |
| 3. Classification   | *Subject to variation dependent on workload<br>General Central Service Group 'C'<br>Non-Gazetted, Non-Ministerial |
| 4. Pay Band and Grade Pay   | Pay Band - 1 (Rs. 5200-20200)<br>+ Grade Pay Rs. 1800/-   |
| 5. Whether selection post or non selection post   | Not applicable  |
| 6. Whether benefit of added years of service admissible under Rule 30 of the CCS(Pension) Rules, 1972 | Not applicable  |
| 7. Age limit for direct recruitment   | Between 18 and 25 years of age  |

Note: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahual & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).

In the case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit the names.

¶¶¶ (Designation of MULTI-TASKING STAFF may be adopted for some of the more common categories as indicated in Annex II).

8	Educational and other qualifications required for direct recruits	Matriculation or equivalent pass  OR  ITI pass*  *May be adopted as per special requirements of the post, if any
9	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	Not applicable
10	Period of probation, if any	Two years
11	Method of recruitment whether by direct recruitment or by promotion or by deputation /absorption and percentage of the vacancies to be filled by various methods	By direct recruitment.
12	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	Not applicable
13	If DPC exists, what is its composition	Group 'C' Departmental Promotion Committee for considering confirmation (specific composition to be indicated)
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable

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DOP&T O.M. No. No.AB-14017/6/2009-Estt (RR) dated 30-04-2010

ANNEX-II

DESIGNATION AND INDICATIVE LIST OF DUTIES

(Erstwhile Group 'D' posts of Peon, Daftary, Jamadar, Junior Gestetner Operator, Farash, Chowkidar, Safaiwala, Mali etc)

**New suggested designation: MULTI-TASKING STAFF**

The duties would broadly include:

- a) Physical Maintenance of records of the Section.
- b) General cleanliness & upkeep of the Section/ Unit.
- c) Carrying of files & other papers within the building.
- d) Photocopying, sending of FAX etc.
- e) Other non-clerical work in the Section/ Unit.
- f) Assisting in routine office work like diary, despatch etc., including on computer
- g) Delivering of dak (outside the building).
- h) Watch & ward duties.
- i) Opening & closing of rooms.
- j) Cleaning of rooms.
- k) Dusting of furniture etc.
- l) Cleaning of building, fixtures etc.
- m) Work related to his ITI qualifications, if it exists.
- n) Driving of vehicles, if in possession of valid driving licence.
- o) Upkeep of parks, lawns, potted plants etc.
- p) Any other work assigned by the superior authority.

**NOTE:** The above list of duties is only illustrative and not exhaustive. Ministries/ Departments may add to the list, duties of similar nature ordinarily performed by officials at this level.

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ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR THE POST OF MULTI TASKING STAFF.

Ref: Proforma prescribed in the Hand Book on Recruitment rules, Prepared by Government of India, Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	The post shall be called 'MULTI TASKING STAFF'
Number of posts.	2	As sanctioned by the Ministry / UGC /University from time to time.
Classification	3.	General NEHU service Group - 'C' Non Gazetted, Non-Ministerial.
Pay Band and Grade Pay	4.	Pay Band - I (Rs. 5200 - 20,200) + Grade Pay Rs. 1800/-
Whether selection post or non selection post	5.	Not applicable
Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	6.	Not applicable
Age limit for Direct Recruitment	7.	Between 18 and 25 years of age Note: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahual & Spiti district and Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).  In the case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be the last date up to which the Employment Exchange is asked to submit the names.
Education and other Qualifications required for direct recruits	8.	Matriculate or equivalent pass. OR ITI pass (may be adopted as per special requirements of the post, if any)
Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	9.	Not applicable

Period of probation, if any	10.	Two years
Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods.	11.	By direct recruitment
In case of recruitment by promotion / deputation /absorption to be made	12.	Not applicable
If DPC exists, what is its composition	13.	Group 'C' Departmental Promotion Committee for considering confirmation (specific composition to be indicated)
Composition of Selection Committee / Department Promotion Committee	14.	<p><b><u>SELECTION COMMITTEE</u></b></p> <p>(a)The Selection Committee for the post in the University shall consist of the following in terms of Executive Council's Resolution No.EC:90:96:6:6(xiv) &amp; Notification No.F.61-1/Estt/Appt/90-957, dated 5.9.96 :-</p> <p>(i) Registrar - Chairperson  (ii) Librarian - Member  (iii) Finance Officer - Member  (iv) Controller of Exams - Member  (v) Deputy Registrar, Estt-I - Member  Secretary.</p> <p>(b) The Selection Committee at its own discretion shall decide the nature or standard of interview to be conducted by it. At least 3(three) members shall constitute the quorum.</p> <p>(c) Recommendations of the Selection Committees will be subject to approval by the Appointing Authority i.e. the Vice-Chancellor.</p> <p>(d) The Selection Committee shall draw up a Select Panel of Candidates in order of their merit to be ascertained on the basis of their performance in the interview and a panel so drawn shall remain valid for a period of 1(one) year from the date of its approval by the Appointing Authority . The validity</p>

		<p>period of such a panel may be extended by another 6(six) months with the approval of the Appointing Authority as permissible under the Govt. of India's provisions on the subject.</p> <p>(e) Offer of appointment shall be made to a candidate in the Approved Select Panel in order of his/ her merit position in the Select Panel, subject to the availability of vacant posts within the validity period of the panel.</p> <p><i>"Provide further that in terms of Govt. of India. Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training, Office Memorandum No.39016/7(S)/ 2006-Estt(D) of 8<sup>th</sup> January, 2007 a member belonging to SC/ST and a member belonging to Minority Community shall be include in the above Selection Committee if the recruitment is to be made to 10(ten) or more vacancies in the post and where the number of vacancies falls less than 10(ten), effort shall be made to include a member each from the said communities in the Selection Committee".</i></p>
Scales proposed to be given in Assured Career progression Scheme as approved by the Govt. of India.	15.	<u>As per GOI /UGC Rules</u>

**5:1:7(1)**

- (vii) Amendment of the Existing Composition of Screening Committee for the Post of System Analyst.

The University had advertised the post of System Analyst. In order to screen the applications received for the posts, the relevant Recruitment Rules has been consulted and it was found that the composition of the Screening Committee in Clause – 11 (A) (II) of the existing Recruitment Rules for the post of System Analyst (Annexure - I) is not in order and amendment of the same is required.

The composition of Screening Committee in the existing Recruitment Rules is as follows:

1.	Registrar	Chairman
2.	Director, Computer Centre	Member
3.	Dean, School of Physical Sciences	Member
4.	Head, RSIC	Member
5.	D.R./A.R. Estt- II	Convener

The matter was placed before the LCRC in its 4<sup>th</sup> meeting held on 11<sup>th</sup> & 13<sup>th</sup> June, 2012 and the Committee recommended amendment to clause – 11 (A) (II) of the Recruitment Rules for the post of System Analyst on composition of Screening Committee as under:-

1.	Registrar	-	Chairman
2.	Controller of Examination	-	Member
3.	Finance Officer	-	Member
4.	Head, Computer Centre	-	Member
5.	Head of Deptt. of J.T.	-	Member
6.	Asstt. Registrar (Estt – II)	-	Convener

The matter is placed before the Council for consideration.

**AMENDMENT TO THE EXISTING COMPOSITION OF SCREENING  
COMMITTEE FOR THE POST OF SYSTEM ANALYST.**

The University had advertised the post of System Analyst. In order to screen the applications received for the posts, the relevant Recruitment Rules has been consulted and it was found that the composition of the Screening Committee in Clause - 11 (A) (II) of the existing Recruitment Rules for the post of System Analyst (Annexure - I) is not in order and amendment of the same is required.

The composition of Screening Committee in the existing Recruitment Rules is as follows:

1. Registrar	Chairman
2. Director, Computer Centre	Member
3. Dean, School of Physical Sciences	Member
4. Head, RSIC	Member
5. D.R./A.R. Estt- II	Convener

The matter was placed before the LCRC in its 4<sup>th</sup> meeting held on 11<sup>th</sup> & 13<sup>th</sup> June, 2012 and the Committee recommended amendment to clause - 11 (A) (II) of the Recruitment Rules for the post of System Analyst on composition of Screening Committee as under:-

1. Registrar	-	Chairman
2. Controller of Examination	-	Member
3. Finance Officer	-	Member
4. Head, Computer Centre	-	Member
5. Head of Deptt. of I.T.	-	Member
6. Asstt. Registrar (Estt - II)	-	Convener

The matter is placed before the Council for consideration.

**ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR THE  
POST OF SYSTEM ANALYST**

Ref: Proforma prescribed in the Hand Book on Recruitment Rules, Prepared by Government of India, Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	The post shall be called ' <b>System Analyst</b> '
Number of posts.	2.	As sanctioned by GOI/UGC
Classification	3.	The posts will be classified as Group 'A'.
Scale of pay (revised)	4.	Core/Grade scale of pay for the posts will be PB-2 Rs.15,600-39,100/- +GP Rs.5400/- subject to revision/ modifications as may be made by Government of India/University Grants Commission from time to time provided that such a revision/modification is accepted and approved by the Executive Council.
Whether benefit of added years of service admissible under Rule 30 of the Central Services (Pension) Rules 1972.	5.	Retirement benefits and DCRG and other terms and conditions of service of an incumbent will be governed under and regulated as per the relevant provisions under the Central Civil Service Rules, save and except, the provision on benefit of added years of service admissible under Rules 30 of the Central Civil Service (Pension) Rules, 1972, subject to such related specific provisions/rules that the University may provide from time to time under its Statutes, Ordinances, Regulations and Rules etc.
Whether selection post /Non-selection post.	6.	Selection Post.
Age limit for direct recruit.	7.	Upper and lower age limits and other related eligibility conditions, essentially required to be fulfilled by applicants for direct recruitment to the posts, shall be the same as may be prescribed for different categories by Government of India from time to time.
Educational and other qualification required for direct recruits.	8.	(i) BE /B. Tech (CSE/IT) from recognised University / Institution OR (ii) MCA with at least 1 (one) year experience in System Administration from recognised University /Institution.
Whether age and qualifications prescribed for direct recruits will apply in case of promotees.	9.	Not applicable



		<p>(i) Registrar -Chairperson  (ii) Director Computer Centre -Member  (iii) Dean, School of Physical Sciences -do-  (iv) Head, RSIC -do-  (v) Deputy Registrar/ Assistant Registrar, Estt-II. - Ex-officio convener</p>
	(B)	<p><u>Mode of direct recruitment.</u>  The eligible candidates will have to appear before the selection committee as at Clause- 13. The selection committee for interview shall determine the modus operandi to find out candidates to be recommended for appointment &amp; accordingly prepare a panel in Order of Merit.</p>
<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.</p>	12.	<p>Not applicable.</p>
<p>Composition of selection committee/Departmental Promotion Committee.</p>	13.	<p><u>SELECTION COMMITTEE.</u>  (I)The Selection Committee for direct recruitment to the post in the university shall consists of the following:-  (i) Vice-Chancellor -Chairperson.  (ii) An Academician nominated by the Vice-Chancellor -Member  (iii) Three experts in the concerned subject/field, not below the rank of Reader, nor in the service of the university and nominated by the Executive Council. -do-  (iv) Director/Head of Computer Centre -do-  <p>At least one of the members of the selection committee must be from SC/ST, if the post belongs to SC/ST category.  (II) The selection committee at its own discretion shall decide the nature or standard of interview to be conducted by it. At least four members, including two experts shall constitute the quorum.  (III) Recommendations of selection committee will be subject to approval by the Executive Council in terms of Proviso (iii) under Statute-13(2)(1).  (IV) The selection committee shall draw up a select panel of candidates in order of their merit</p> </p>

5:1:7(6)

		<p>to be ascertained on the basis of their performance in the interview and a panel drawn so shall remain valid for a period of one year from the date of its approval by the executive council. The validity period of such a panel may be extended by another six months with the approval of the Executive council as permissible under the Govt. of India's provisions on the subject.</p> <p>(V) Offer of appointment shall be made to a candidate in the approved select panel in order of his/her merit position in the select panel, subject to availability of a vacancy in the post within the validity period of the panel.</p>
Scales proposed to be given in Assured Career Progression Scheme as approved by the Govt. of India:	14.	Not applicable.

**5:1:8(1)**

(viii) Regulation on Master of Computer Application Programme.

The Chairman, Board of Studies for Professional Courses in Computer Science and Engineering has submitted the Regulation on Master of Computer Application Programme.

The Regulation was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council RESOLVED to approved the same as per Annexure 'A'.

The Council also RESOLVED that the Chairman of the Board has to consult Prof. A.K.Mishra for reviewing the Grading System, Fee Structure to see that it should be in line with OC-7.

The matter is placed before the Council for consideration.

REGULATION OF MASTER OF COMPUTER APPLICATION PROGRAMME.  
(Under ordinance of Professional Courses :OC-17)

**1. Eligibility Criteria for Admission**

- a. The candidate should have a Bachelor Degree of minimum 3 years durations with Mathematics at 10+2 level or at graduation from any recognized university.
- b. The candidate must have secured at least 50% marks (45% marks in case of SC/ST) at the qualifying examination.
- c. Admission will be on the basis of the marks secured at the qualifying examination and an entrance test. 50% weightage should be given to the marks secured in qualifying examination. Candidates having passed Computer Science or Computer Applications at the degree level will have the additional benefit of 5% of their marks.

**2. Selection Procedure.**

The selection procedure will be as per the existing University rule RC -1( under Ordinance OC -1) for Post Graduate courses.

**3. Course Structure.**

- a. The Duration of the programme is 3(three) academic years. Each academic year shall consist of 2(two) semesters, the final semester being project work only. Each semester should have a minimum of 90 working days. The programme is based on the credit system of marking. For theory papers, one credit is assigned for every one hour of class per week. For practical papers/project one credit is assigned for every two hours of class per week.
- b. The minimum and the maximum credits of the programme are 136 and 145 respectively.
- c. A student has to complete at least 136 credits for the award of the MCA degree.
- d. The course structure of MCA degree is as provided in Annexure-I.

**4. Duration and Programme Structure.**

- a. The normal duration of the course is 3(three) academic years. However, a candidate shall have to pass all the papers within the period of 5(five) academic years from the date of admission to the first semester to qualify for the award of the MCA degree.
- b. The programme shall consist of courses as detailed in the syllabus approved by the Academic council.

**5. Attendance:**

A student must attend a minimum of 75% classes in each paper/course including audit course during a semester to be eligible to appear in the end semester examinations. The Dean of the School may consider and decide, on request from the candidate through the Head of the concerned Department, for condonation of shortage of attendance up to 5%. Condonation of any shortage of attendance more than 5% and less than 15% may be recommended by the Head of Department and Dean of the School to the Vice-Chancellor with full justification. The decision of the Vice-Chancellor shall be final. A student falling short of the required attendance in a paper in a semester shall not be permitted to sit for the end semester examination of that paper.

**6. Registration of Courses:**

- a) Every student is required to register for approved courses at the beginning of the semester by the date notified by the University.
- b) Student obtaining grade point less than 2 in any subject in any semester must register it in the next appropriate semester when it is offered.
- c) Normally the number of credits registered for a semester should not be less than 20 and should not exceed 35 credits.
- d) In the Fourth and Fifth Semesters, a student must register for one audit course.

**7. Examination and Assessment of Performance:**

- a. A student shall apply for appearing in the end-semester examinations to the Dean of the School through Head of the concerned Department who shall certify that all dues, including examination fee, have been paid.
- b. Evaluation of each course/paper taken by a student in a semester shall consist of the following: i) Internal/Sessional examination (Theory and/or Practical) and ii) End semester examination (Theory and/or Practical).
- c. For the purpose of determining the marks obtained by a student in any course/paper of the programme, the weightage assigned to sessional examination and end semester examination shall be in the ratio of 1:3.
- d. The evaluation of sessional examination (in papers other than Project work) shall be made on the basis of student's performance in written assignments/seminars/quizzes/field reports. There will be minimum of three(3) sessional examinations for each course/paper (other than project work). For evaluation in the sessional examinations, average of best two performances will be considered for each course/paper. For the papers of project work, sessional examinations will consist of only presentation/viva of the project work.
- e. The question papers of the semester examinations will follow the general guidelines as given below. The examination of the theory papers having 3 or more credits will be of 3 hours duration and will have maximum of 75 marks. Other theory examinations will be of 2 hours duration and maximum of 40 marks. Practical papers will have duration of 3 hours and will have maximum of 75 marks. Internal assessment for Project will consist of presentation/seminar and carry a weightage of 25% of the total credit and the rest 75% will be evaluated by a panel constituting of 1(one) external examiner on the basis of the overall performance.

**8. Grading System:**

Grading as per OC – 7

**9. Grade Cards :**

- After the results of a semester are declared, Grade Cards will be issued to each student which will contain the list of papers for that semester and the grades obtained by the student in that semester.
- The Grade Point Average (GPA) for each semester will be calculated only for those students who have passed all the credit papers of that semester. GPA will be calculated as follows:

$$GPA = \frac{\sum_1^n C_i * GP_i}{\sum_1^n C_i} \quad \text{where } C_i \text{ is the number of credits of a paper,}$$

$GP_i$  is the grade point scored in that paper and  $n$  is the total number of papers in a particular semester.

- On successful completion of the programme, the Cumulative Grade Point Average (CGPA) will be calculated as follows:

$$CGPA = \frac{\sum_1^N C_i * GP_i}{\sum_1^N C_i}$$

where  $N$  is the total number of papers for the MCA. programme.

**10. Requirements for Passing:**

- The passing requirement for all subjects (credit courses only) is 40 percent marks (Grade D with Grade Point 2) in both the Internal/Sessional Assessment and the Semester Examinations
- The candidates shall be allowed to appear for the end Semester Examination of any paper (credit courses) only if they pass in Internal/Sessional Examination of that paper.
- The candidate must fulfill the requirements and get the minimum D Grade (1.5 Grade Point) for audit courses. The evaluation for audit courses and evaluation will be done only by Internal/Sessional Assessment.

**11. Classification of Successful Candidates:**

As per OC-7

**12. Fee Structure :**

Students admitted to M.C. A programme shall pay all fees laid down for M. Sc students plus additional fees, which as under:

**Additional fees for students of M. C. A**

<b>Additional fees</b>	<b>Amount</b>
<b>Development fee ( payable at the time of admission )</b>	
Non- sponsored Indian students	Rs. 3000/-
Full time sponsored Indian students	Rs. 7500/-
Foreign students from SAARC countries	US \$ 500/-
Foreign students from non-SAARC countries	US \$ 1000/-
<b>Course fee ( per semester )</b>	
Non- sponsored Indian students	Rs.6000/-
Full time sponsored Indian students	Rs. 15,000/-
Foreign students from SAARC countries	US \$ 750/-
Foreign students from non-SAARC countries	US \$ 1500/-
<b>Repeat course participation fee ( for each course )</b>	
Non- sponsored Indian students	Rs. 1000/-
Full time sponsored Indian students	Rs. 2500/-
Foreign students from SAARC countries	US \$ 100/-
Foreign students from non-SAARC countries	US \$ 200/-

**13 Removal of difficulties**

Notwithstanding anything contained in this regulation, any difficulty arising in interpretation of, or giving effect to, any provision of this regulation, shall be referred to the Vice-Chancellor, whose interpretation or decision thereon shall be final.

5:1:8(6)

## Annexure -1

<b>Course Structure for MCA- 3 Years (6 Semesters)</b>					
<b>Total Credits(Minimum): 136</b>					
<b>SEMESTER 1: Credits: 22 Hours: 24</b>					
Paper Code	Paper	Credits			Minimum Class Hours/Week
		Theory	Pract/Assign-ment	Total	
101	Digital Logic Design	4	-	4	4
102	Introduction to Programming	4	-	4	4
103	Programming Lab	-	2	2	4
104	Organizational Behavior	4	-	4	4
105	Discrete Mathematics	4	-	4	4
106	Probability and Statistics	4	-	4	4
<b>SEMESTER 2: Credits:24 Hours: 28</b>					
201	Data Structure and Algorithm	4	-	4	4
202	Data Structure and Algorithm Lab	-	2	2	4
203	Object-Oriented Programming and Design	4	-	4	4
204	Object-Oriented Programming Lab	-	2	2	4
205	Formal Language and Automata Theory	4	-	4	4
206	Computer Organization and Architecture	4	-	4	4
207	Accounting and Financial Management	4	-	4	4
<b>SEMESTER 3: Credits:24 Hours: 28</b>					
301	Software Engineering	4	-	4	4
302	Computer Graphics	4	-	4	4
303	Operating Systems	4	-	4	4
304	Operating Systems Lab	-	2	2	4
305	Data Communication	4	-	4	4
306	Database Management Systems	4	-	4	4
307	Database Management Systems Lab	-	2	2	4
<b>SEMESTER 4: Credits:24+ Hours:28+</b>					
401	Design and Analysis of Algorithms	4	-	4	4
402	Web Technology	4	-	4	4
403	Web Technology Lab	-	2	2	4
404	Compiler Design	4	-	4	4
405	Compiler Design Lab	-	2	2	4
406	Computer Based Optimization Techniques	4	-	4	4
407	Elective I +	4+	-	4+	4 +

5:1:8(7)

**SEMESTER 5: Credits:22+ Hours:28+**

501	Computer Networks	4	-	4	4
502	Artificial Intelligence	4	-	4	4
503	Elective II +	4+	-	4+	4+
504	Elective III +	4+	-	4+	4+
507	Minor Project	-	6	6	12

**SEMESTER 6: Credits: 20 Hours: 40**

601	Major Project	-	20	20	40
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**Total Credit(Minimum):136****Audit Course**

Soft Skills	1 <sup>st</sup> Year
Business Ethics	2 <sup>nd</sup> Year
Entrepreneurship	3 <sup>rd</sup> Year

**Elective Courses**

Operations Research	3	2	5	7
Microprocessors and Their Interfacing	5	-	5	5
Computer Oriented Numerical Methods	4	-	4	4
Advanced Linux Programming	3	2	5	7
Mobile Computing	4	-	4	4
Network Security	4	-	4	4
Digital Image Processing	4	2	6	8
Distributed Computing	3	1	4	5
Management Support System	4	-	4	4
Corporate Planning	4	-	4	4
Decision Process	4	-	4	4
Taxation Practice	4	-	4	4
Simulation and Modeling	3	2	5	7
Bio-informatics	3	2	5	7
Multimedia Technology and Applications	3	2	5	7
Enterprise Resource Planning	4	1	5	6
E-Commerce	3	2	5	7
Natural Language Processing	3	2	5	7
Data Mining	4	1	5	6
Embedded and Real Time Systems	3	2	5	7
Graph Theory	4	-	4	4
Managerial Economics	4	-	4	4
Management of Software Project	4	-	4	4
Business Finance	4	-	4	4
Investment Technology	4	-	4	4
Cloud Computing	4	-	4	4

**5:1:9(1)**

- (ix) Proposed amendment of Ordinance OC-4 on the Doctor of Philosophy Programme and OC-5 on the Master of Philosophy Programme and Regulation RC-5 on the Post-Graduate Examination.

The Academic Council in its 88<sup>th</sup> meeting held on 21<sup>st</sup> June, 2012 vide Resolution NO:AC:88:2012:5:1:(iv): **RESOLVED** to approve the proposed Ordinance OC-4 on the Doctor of Philosophy Programme and OC-5 on the Master of Philosophy Programme and Regulation RC-5 on the Post-Graduate Examination with minor changes as placed at Annexure 'A', 'B' & 'C' respectively.

The matter is placed before the Council for consideration.

Proposed Amendment of Ordinance OC-4

Existing {vide AC Resolution NO:AC:83:2010:2:(iv), of 83 <sup>rd</sup> AC held on 28/05/2010}	Proposed (As per 88 <sup>th</sup> AC meeting held on 21/06/2012)
<b>OC-4</b> <b>ON THE DOCTOR OF PHILOSOPHY PROGRAMME</b> <i>Under Section 26(1)(b) of the NEHU Act, 1973</i>	<b>OC-4</b> <b>ON THE DOCTOR OF PHILOSOPHY PROGRAMME</b> <i>Under Section 26(1)(b) of the NEHU Act, 1973</i>
<p><b>Admission 1(A):</b> i. The admission to the Ph.D. programme shall be only once in a year, during the month of August. ii. Each Department and Centre of Study shall decide the total number of Ph.D. candidates to be admitted each year and convey the same to the registrar of the University before March 15.</p> <p><b>Eligibility 1(B):</b> iii. Candidates with 55% marks or 'B' grade (CGPA) in the 7- point UGC scale at the Masters Degree level or equivalent will be eligible for admission to the Ph.D. programme. However, in cases of candidates belonging to ST/ SC categories, the minimum percentage/ CGPA may be relaxed to the extent provided by the Government of India policy on such matters. Further, subject to availability of vacancies, candidates from disciplines/ subjects other than those dealt by the concerned Departments/ Centres may be admitted, provided they belong to cognate subjects and/ or expertise in such subjects are available in the Department/ Centre. iv. The National Reservation Policy of Government of India on SC/ ST shall be indicated in the notification for admissions. v. The list of selected candidates shall be forwarded by the Heads of the respective Departments/ Centres to the University.</p>	<p><b>1. Admission and Eligibility</b> i. <b>The admission to the Ph.D. programme shall be only once in a year.</b> ii. Each Department and Centre of Study shall decide the number of Ph.D. <b>students</b> to be admitted <b>in a year</b> and convey the same to the registrar of the University. iii. Candidates with 55% marks or 'B' grade in the 7-point UGC scale at the Masters Degree level <b>or equivalent</b> in the <b>concerned or allied/ cognate subject is</b> eligible for admission. However, in <b>case of a candidate</b> belonging to ST/ SC <b>category</b>, the minimum percentage/ CGPA may be relaxed to the extent provided by the Government of India/<b>UGC</b>.  iv. The Reservation Policy of Government of India/<b>UGC</b> shall be <b>followed</b>.  v. The Head of the Department/ Centre <b>shall forward the list of students admitted to the programme</b> to the University.</p>
<p><b>Coursework 2.</b> i. All Ph.D. students will be required to undergo one-semester coursework of 12 credits except those with M.Phil. Degrees, and are required to clear the coursework with the requisite CGPA of 'B' or above, to be eligible to be registered for the degree (as per Regulation RC-23).  ii. In order to qualify for registration of thesis, a candidate is required to secure a CGPA of 'B' (4.00) in the coursework with minimum of 'C' (3.00) grade in each paper. iii. Papers shall be evaluated internally as per the grading system provided in the Regulations.</p>	<p><b>2. Coursework</b> i. A Ph.D. <b>student is</b> required to undergo a coursework of <b>one-semester comprising minimum 12 credits. However, a student with M.Phil. degree of this University, with letter grade 'B' or above shall be exempted from the requirement of coursework. The coursework syllabus shall be such as prescribed by the Academic Council.</b> ii. <b>The coursework shall comprise 3 (three) papers with 4 credits each including one paper on Research Methodology.</b>  iii. In order to qualify for <b>final</b> registration, a <b>student</b> is required to secure a <b>letter grade</b> of 'B' <b>or above</b> in the coursework with minimum <b>letter grade</b> of 'C' in each paper. iv. Papers shall be evaluated internally as per the grading system provided in the Regulations.</p>

<p>iv. If a candidate having completed M.Phil./ Ph.D. coursework with requisite CGPA has discontinued the programme and is admitted again for Ph.D. programme, the coursework requirement may be exempted in such cases.</p> <p>Further, candidates who have completed Ph.D. coursework in another University/ Deemed University/ Institution of Higher Learning is admitted to the Ph.D. programme in NEHU, s/he may be exempted from coursework requirement subject to production of transcript to this effect.</p> <p>v. In the event of a candidate failing to obtain the required CGPA in the Semester. s/he will be given an additional chance in the succeeding year, to clear the paper(s) failing which the admission of the candidate shall stand cancelled.</p>	<p><b>v. In case of a student</b> having completed M.Phil./ Ph.D. coursework with requisite CGPA has discontinued the programme and is admitted again for Ph.D. programme, the coursework requirement may be exempted.</p> <p>Further, <b>in case a student</b> who <b>has</b> completed <b>M.Phil./Ph.D.</b> coursework in another recognised University/ Deemed University/ Institution of Higher Learning is admitted to the Ph.D. programme, s/he may be exempted from coursework requirement subject to production of transcript to this effect.</p> <p><b>vi.</b> In the event of a candidate failing to obtain the required <b>letter grade</b>, s/he <b>shall be provided another chance in the paper(s) after three months but not later than six months from the date of declaration of the result to secure the requisite grade</b>, failing which <b>his/her</b> admission <b>/provisional registration</b> shall <b>automatically</b> stand cancelled.</p>
<p><b>Supervisor 3.</b></p> <p>i. A Teacher holding a Ph.D. degree, after one year of continuous service in the University shall be eligible to supervise a Ph.D. candidate.</p> <p>ii. The Department/ Centre shall appoint a supervisor within 30 days of admission. A Department/ Centre may appoint Jt. Supervisor(s) from within or from other department/ centres depending on the academic requirement of the research topic, on recommendation of the Supervisor. Provided further that a Joint Supervisor(s) may be appointed from another recognised University/ Deemed University/ Accredited Institute of Higher Learning/ Centrally established Research Laboratory as per relevant Regulations for the purpose.</p> <p>iii. The maximum intake of Ph.D. students of a Supervisor at any given point of time shall be as follows:</p> <p>(a) Professor/ Director-8 (b) Associate Professors/ Readers-6 (c) Assistant Professors-4</p> <p>A vacancy in the intake capacity of a supervisor shall arise only after a registered Ph.D. candidate submits the thesis.</p> <p>The Supervisor shall be in overall charge of the academic progress of the candidate concerned.</p> <p>iv. During a given year, no supervisor shall take more than two Ph.D. candidates.</p> <p>v. In the event of a supervisor of a registered candidate leaving the University or under circumstances of death or incapacitation of a supervisor making him/ her unable to supervise a registered candidate, the department/ centre shall appoint an alternative supervisor within 30 days of such eventuality with intimation to the Dean of the School concerned.</p> <p>vi. No Teacher may be allotted a Ph.D. student if s/he is likely to superannuate in less than three years. However, she/ he may be allowed to supervise</p>	<p><b>3. Supervisor</b></p> <p>i. <b>No Change</b></p> <p>ii. The Department/ Centre shall appoint a supervisor <b>for each student</b> within 30 days of admission. A Department/ Centre may appoint Jt. Supervisor(s) <b>on recommendation of the Supervisor</b> from within or other department/ centre depending on the academic requirement. . Provided further that Joint Supervisor(s) may be appointed from another recognised University/ Deemed University/ Institute of Higher Learning/ <b>Reputed</b> Research Laboratory <b>in the manner prescribed in the Regulation.</b></p> <p>iii. The maximum intake of Ph.D. students <b>for</b> a Supervisor at any given point of time shall be as follows:</p> <p>Professor - 8 Associate Professor - 6 Assistant Professor - 4</p> <p>A vacancy in the intake capacity of a supervisor shall arise only <b>when a student</b> submits the thesis.</p> <p><b>iv. No Change</b></p> <p><b>v. No Change.</b></p> <p><b>vi.</b> In the event of a supervisor of a registered <b>student</b> leaving the University or under circumstances of death or incapacitation, the department/ centre shall appoint <b>another</b> supervisor within 30 days of such eventuality with <b>anintimation</b> to the <b>concerned School Board.</b></p> <p><b>vii. A Teacher due to superannuate in less than three years shall not be appointed as a supervisor, however, she/ he may be appointed as a joint</b></p>

<p>students as a joint supervisor. In case a supervisor superannuates during the period of registration of Ph.D. candidate(s) under her/ his supervision, the department/ centre may appoint Joint supervisor from the faculty to oversee the progress of the candidate and facilitate the administrative aspects relating to candidate(s).</p>	<p>supervisor. In case a supervisor superannuates during the period of registration of Ph.D. <b>student(s)</b> under her/ his supervision, the department/ centre may appoint Joint supervisor from <b>among</b> the faculty to oversee the progress of the <b>student</b> and facilitate the administrative aspects.</p>
<p><b>Registration 4:</b></p> <p>i. The application for registration of Ph.D. shall be made to the Department/Centre concerned in the proforma prescribed by the University upon securing requisite CGPA in the coursework, along with a detailed research proposal including the (a) Title, (b) Scope of study and its significance, (c) Hypothesis/ Research Issues/ Questions and (d) Methodology including laboratory techniques, field methods (including sampling and design etc.), as the case may be. The candidate shall give a seminar on the subject in the Department/ Centre concerned.</p> <p>ii. The format of the detailed proposal shall be prescribed by the School concerned to maintain a degree of uniformity among proposals within a given School.</p> <p>iii. The Departmental Research Committee (DRC) constituted for the purpose by the department/ centre shall scrutinise the Ph.D. proposals submitted and communicate comments/ observations, if any, to the candidate(s) concerned for incorporation in the proposal where ever possible/ feasible not later than 30 days of submission of the proposal.</p> <p>iv. Upon clearance from the DRC, the Ph.D. proposal may be forwarded by the Department/ Centre to the Board of Postgraduate Studies (BPGS) or the Steering Committee (SC), for its consideration. The BPGS/ SC shall, after due consideration forward the proposals, with comments on the proposals to the School Board concerned, which shall approve the proposal/ reject it/ ask the candidate to review/ improve the proposal to its satisfaction.</p> <p>v. Upon acceptance of the Ph.D. proposal by the School Board concerned, the candidate shall be deemed to have been registered from the date of her/ his admission to the programme. However, the candidate is required to complete all the processes of registration no later than 18 months from the date of admission, failing which the admission to the programme shall stand cancelled.</p> <p>vi. In case of candidates wishing to modify the proposal of research (for justifiable reasons to be recorded) she/ he can resubmit the proposal to the department/ centre concerned within one year (of approval of the School Board) for consideration of the School Board, duly forwarded by the BPGS/ SC concerned. However, minor modification(s) on the title of the</p>	<p><b>4. Registration</b></p> <p>i. <b>The date of admission shall be treated as the date of provisional registration.</b></p> <p>ii. The application for final registration shall be made <b>by the student</b> to the Department/Centre concerned in the proforma prescribed, along with a detailed research proposal including the (a) Title, (b) Scope of study and its significance, (c) Hypothesis/ Research Issues/ Questions and (d) Methodology including laboratory techniques, field methods (including sampling and design etc.), as the case may be. The <b>student</b> shall <b>present the research proposal by way of a seminar</b> in the Department/ Centre concerned <b>before her/ his application for final registration.</b></p> <p>iii. <b>No Change</b></p> <p>iv. The Departmental Research Committee (DRC) constituted by the Department/ Centre shall <b>assess</b> the proposal(s) submitted and communicate comments/ observations, if any, to the <b>student(s)</b> concerned for incorporation in the proposal where ever possible/ feasible not later than 30 days of submission of the proposal.</p> <p>v. Upon clearance from the DRC, the proposal may be forwarded by the Department/ Centre to the <b>concerned Board of Studies (BS)</b> or the Steering Committee (SC), for consideration. <b>The Research Proposal after incorporation of suggestions, if any, shall be forwarded by the BS/SC</b> to the School Board concerned <b>for approval/ improvement/ rejection.</b></p> <p>vi. Upon <b>approval</b> of the proposal by the School Board concerned, the <b>student</b> shall be deemed to have been <b>finally</b> registered from the date of admission. However, the candidate is required to complete the processes of registration <b>not</b> later than <b>18</b> months from the date of admission, failing which the admission to the programme shall stand cancelled.</p> <p>vii. <b>A student who wishes to alter/modify the topic</b> of research (for justifiable reasons to be recorded) <b>may submit the altered/ modified</b> proposal to the department/ centre concerned within one year <b>from the date of approval of the School Board</b> for consideration of <b>the BS/ SC and subsequent approval by the concerned</b> School Board. However, minor modification(s) on the title of the</p>

<p>thesis could be carried out within 6 months prior to the probable date of submission of the thesis or immediately after pre-submission seminar, as the case may be, with approval from the Dean of the School and reported to the School Board.</p> <p>viii. The registration for Ph.D. of a candidate is liable to cancellation under the following circumstances:</p> <p>(a) Failing to pay prescribed fees of the University;</p> <p>(c) Non-performance, poor progress record to be reported by the department/ centre to the School Board; and/ or</p> <p>(d) Candidates found to indulge in mis-conduct/ financial irregularities/ academic misdemeanour (e.g. plagiarism) leading to disrepute of the University.</p>	<p>thesis could be carried out within 6 months prior to the probable date of submission of the thesis or immediately after pre-submission seminar, as the case may be, with approval from the Dean of the School and reported to the School Board.</p> <p>viii. The registration of a <b>student</b> is liable to cancellation under the following circumstances:</p> <p>(a) <b>Non-payment of</b> prescribed fees to the University;</p> <p>(b) <b>Unsatisfactory</b> progress reported by the department/ centre to the School Board; and/ or</p> <p>(c) <b>Indulgence</b> in mis-conduct/ financial irregularities/ academic misdemeanour (e.g. plagiarism) leading to disrepute of the University.</p>
<p><b>Duration 5:</b></p> <p>i. No Ph.D. candidate shall be permitted to submit the thesis for the Ph.D. degree, unless she/ he has pursued the programme for a duration for not less than 3 (three) years from the date of registration as a Ph.D. candidate.</p> <p>Provided in exceptional circumstances to be recorded in writing, a candidate may be permitted by the Vice-Chancellor of the University to submit the Ph.D. thesis before the stipulated period of three years.</p> <p>ii. The name of a scholar shall be removed from the rolls of the University if she/ he fail to submit his thesis within 5 (five) years of the date of registration. Provided in exceptional circumstances, the School Board on the recommendation of the Department/Centre of Study may extend the Registration of the candidate concerned for a maximum period of two more years. Provided further that such a candidate shall present her/ his progress of research in the department/ centre and the department/ centre which upon being satisfied with the progress and reasons for delay in submission of thesis, shall recommend the application for extension of registration to the School Board for its consideration.</p> <p>iii. However, in no case a candidate shall be permitted to submit the thesis after the lapse of 7 (seven) years from the date of admission.</p> <p>iv. In case a woman candidate applies for maternity leave during the period of registration, the leave shall be granted as per Government of India Policy on such matters. However, such leave granted to a candidate shall not entitle her to seek extension of registration beyond the maximum stipulated period as in 5(ii).</p>	<p><b>5. Duration</b></p> <p>i. <b>No student</b> shall be permitted to submit the thesis for the Ph.D. degree, unless she/ he has pursued the programme for a duration <b>of</b> not less than 3 (three) years from the date of registration.</p> <p>ii. The name of a <b>student</b> shall be removed from the rolls of the University if she/ he fails to submit thesis within 5 (five) years of the date of <b>admission</b>. Provided <b>that</b> in exceptional circumstances, the School Board on the recommendation of the Department/ Centre of Study may extend the Registration of the candidate concerned for a maximum period of two years. Provided further that such a candidate shall present her/ his progress of research and the department/ centre, upon being satisfied with the progress and reasons for delay in submission of thesis, <b>may</b> recommend the application for extension of <b>period of</b> registration.</p> <p>iii. <b>No change</b></p> <p>iv. <b>No Change</b></p>
<p><b>Review of Progress 6.</b></p> <p>i. The Supervisor shall regularly monitor the progress of the research work of the candidate. In case the supervisor finds that the progress of the candidate is not satisfactory, a report to this effect shall be submitted to the Head of the department/ centre who may issue a warning to the candidate in this regard. In case, in the opinion of the Supervisor the candidate has failed to show any progress, the matter</p>	<p><b>6. Review of Progress</b></p> <p><b>No change</b></p>

<p>shall be enquired into by the DRC and a report on the matter submitted to the concerned Dean who shall then place the matter in the School Board for consideration under provision in 5(vii) of this Ordinance.</p> <p>ii. The candidate shall give a progress seminar each year in the department/ centre organised by the Supervisor before submitting the progress report to the department/ centre.</p> <p>iii. The candidate(s) is/ are required to participate in Regional/ National/ International seminars/ conferences/ workshops at least once each year to present findings of her/ his research.</p> <p>iv. The candidate shall be required to publish at least one research paper in an ISSN numbered journal in the relevant field or at least provide evidence of acceptance to this effect before the submission of Ph.D. thesis.</p>	
<p><b>Pre-submission Seminar7.</b></p> <p>i. When the Supervisor of a candidate is of the opinion that the thesis of a candidate is in the final stage of completion, the supervisor shall ask the candidate to give a pre-submission seminar on her/ his research finding, at least 2 months in advance, which shall be open to all the faculty members of the department/ centre and other research students.</p> <p>ii. The seminar shall be given in the presence of an Evaluation Committee consisting of at least three teachers (one of which shall be the Supervisor, who shall be the convener and chair) of which one shall be from outside the department/ centre to be nominated by the Dean of the School and one by the Head of the department/ centre concerned. The candidate may incorporate the recommendations of the Evaluation Committee.</p> <p>iii. A certificate that recommendations of the Pre-Submission Seminar have been incorporated by the candidate shall be given by the Supervisor concerned when the thesis is submitted for evaluation purposes.</p>	<p><b>7. Pre-submission Seminar</b></p> <p><b>No Change</b></p>
<p><b>Submission of Thesis 8</b></p> <p>i. A candidate shall submit her/ his thesis for the Ph.D. degree in which she/ he may incorporate the text of any work which she/ he may have published on the subject, but she/ he shall not be permitted to submit the thesis containing material(s) she/ he may have carried out for another degree in this University or any other in India or abroad for which she/ he has been conferred with another degree.</p> <p>ii. The thesis shall satisfy that it is a piece of research work characterised either by discovery of new facts or by fresh interpretation of facts or theories. In either case it should evince the candidate's capacity for critical examination, original thinking and judgement. It shall also be satisfactory so far as its literary presentation is concerned.</p> <p>iii. The thesis shall include a certificate from the Supervisor and the declaration from the candidate</p>	<p><b>8. Submission of Thesis</b></p> <p><b>No change</b></p>

<p>that the thesis incorporates the student's bonafide researches and that these have not been submitted for award of any degree in this or any other University or Institute of learning.</p> <p>iv. The application for submission of thesis shall be countersigned by the Head of the concerned Department/Centre of Studies. The Head of the Department/ Centre of Studies will then forward the thesis together with the observations of the Committee for pre-submission seminar to the Controller of Examinations for further necessary action.</p> <p>v. The candidate shall fulfill a minimum of two years of residential requirement from the date of registration for the degree. Thereafter, the candidate may be required to participate in academic activities in the department/ centre for not less than 30 days a year, till submission of the thesis.</p> <p>Further, on the production of periodical certificates from his Supervisor that the candidate has been in continuous touch with him and has acquainted himself adequately with the latest theories and methods in research in his field of specialisation.</p> <p>vi. The photocopy of the coursework transcript shall be annexed to the copies of the thesis submitted.</p>	
<p><b>Panel of Examiners 9.</b> A Supervisor shall submit a panel of six names of examiners not below the rank of Readers/ Associate Professors in Indian or Universities abroad (including the supervisor as one of the members of the panel) in the prescribed proforma to the School Board through the Department/Centre for consideration and forwarding the same to the Academic Council and the Executive Council for consideration, at least six months ahead of the probable date of submission of thesis of a candidate.</p>	<p><b>9. Panel of Examiners</b></p> <p>No change</p>
<p><b>Evaluation 10.</b> The thesis submitted by the candidate for the Ph.D. Degree shall be examined by at least three examiners appointed by the Executive Council on the recommendation of the Academic Council. Two of the examiners shall be those who are not the staff of the University, while the third examiner shall be the Supervisor concerned. One of the external examiners shall be from outside the State of Meghalaya, except on such subject as may be decided by the AC from time to time due to non-availability of examiners from outside the State of Meghalaya.</p>	<p><b>10. Evaluation</b></p> <p>No change</p>
<p><b>Examiners Report and Viva-Voce 11.</b> i. Each examiner shall, after examining the thesis submitted by the candidate for the award of the Ph.D. Degree, submit a report in a prescribed proforma to the University containing a clear recommendation that in his opinion (a) the thesis is recommended for the award of Ph.D. Degree (b) the thesis should be modified/revised; or (c) the thesis may be rejected.</p>	<p><b>11. Examiners Report and Viva-Voce</b> i. Each examiner shall, after examining the thesis submitted by the candidate for the award of the Ph.D. Degree, submit a report in a prescribed proforma to the University containing a clear recommendation that in his opinion (a) the thesis is recommended for the award of Ph.D. Degree (b) the thesis should be modified/revised; or (c) the thesis may be rejected.</p>

<p>The examiners may, however, recommend a Viva-Voce examination for some clarifications, if necessary.</p> <p>ii. If all the three examiners agree on recommending the thesis for the award, a Viva-Voce examination shall be arranged for the purpose within two months of receipt of the reports. The Examination Board will constitute of the Supervisor(s) and one of the external examiners invited for the purpose, the Supervisor being the convener and chair of the Board.</p> <p>iii. In case an examiner suggests some modifications/improvements of the thesis on certain specific lines or points out certain lacunae in the thesis, the candidate should be asked to reply or modify the thesis as suggested and resubmit the thesis to be forwarded to the concerned examiner within a period of one year from the date of intimation of the requirement of modification by the University. If the candidate decides to reply to the points/observations raised by an examiner and if the reply is neither accepted by the examiner nor retrieved by the candidate the matter shall be referred to a Committee of experts to be appointed by the Vice-Chancellor.</p> <p>iv. A thesis shall be accepted for the award of the Degree of Doctor of Philosophy on the unanimous recommendation of the examiners. If both the external examiners reject the thesis, no degree will be awarded. If there is a difference of opinion between the external examiners it should be referred to a fourth examiner to be nominated by the Vice-Chancellor out of the panel already approved by the Academic Council and the Executive Council. The opinion of the 4th Examiner shall be final.</p> <p>v. The viva-voce shall be an open defence by the candidate, in which all the faculty members of the department/ centre and other Ph.D. candidates can participate. The venue, date and time of the, open defence of the candidate may be notified at least one week ahead by the department/ centre. Any members of the University community or the public at large, may attend such defence, subject to the condition that they seek permission of the Head of the department/ centre to participate with points they seek clarification on.</p> <p>vi. The Examination Board shall come to its own conclusion on the merits of the work and make recommendations whether they stand satisfied with the work of the candidate to be awarded with the Ph.D. degree. The report duly signed by the examiners shall be submitted by the Convener to the Controller of Examinations within the next 3 working days.</p>	<p><b>ii. No change</b></p> <p>iii. The viva-voce shall be an open defence by the candidate, in which all the faculty members of the department/ centre and other Ph.D. candidates can participate. The venue, date and time of the, open defence of the candidate may be notified at least one week ahead by the department/ centre. Any members of the University community or the public at large, may attend such defence, subject to the condition that they seek permission of the Head of the department/ centre to participate with points they seek clarification on.</p> <p>iv. The Examination Board shall come to its own conclusion on the merits of the work and make recommendations whether they stand satisfied with the work of the candidate to be awarded with the Ph.D. degree. The report duly signed by the examiners shall be submitted by the Convener to the Controller of Examinations within the next 3 working days.</p> <p>v. In case an examiner suggests some modifications/improvements of the thesis on certain specific lines or points out certain lacunae in the thesis, the candidate should be asked to reply or modify the thesis as suggested and resubmit the thesis to be forwarded to the concerned examiner within a period of one year from the date of intimation of the requirement of modification by the University. If the candidate decides to reply to the points/observations raised by an examiner and if the reply is neither accepted by the examiner nor retrieved by the candidate the matter shall be referred to a Committee of experts to be appointed by the Vice-Chancellor.</p> <p>vi. A thesis shall be accepted for the award of the Degree of Doctor of Philosophy on the unanimous recommendation of the examiners. If both the external examiners reject the thesis, no degree will be awarded. If there is a difference of opinion between the external examiners it should be referred to a fourth examiner to be nominated by the Vice-Chancellor out of the panel already approved by the Academic Council and the Executive Council. The opinion of the 4th Examiner shall be final.</p>
<p><b>Resubmission of Thesis 12.</b></p> <p>i. A candidate whose thesis has been referred back for revision shall re-submit it for the award of the Ph.D Degree within 6 months from the date of intimation of the decision of the University.</p>	<p><b>12. Resubmission of Thesis</b></p> <p><b>No change</b></p>

<p>ii. A thesis which has been re-submitted shall be examined by the same external examiner(s). In case the examiner(s) is/are unwilling to act as such, another examiner(s) may be appointed by the Vice-Chancellor from the approved panel of examiners.</p>	
<p><b>Award of degree 13.</b>  i. Based on the reports of the examiners and the performance report on the Viva-Voce examination the Dean of the School (on behalf of the School Board) may recommend the award of the degree to the Executive Council through the Academic Council.  ii. The University reserves the right to withdraw a Ph.D. degree awarded to a candidate under exceptional circumstances.  Provided further that no Ph.D. degree may be withdrawn from an awardee without adequate opportunity to the awardee to defend her/ his case.</p>	<p><b>13. Award of degree</b>   <b>No change</b></p>
<p><b>Removal of Difficulties 14.</b>  Notwithstanding anything contained in the above Ordinance, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties.</p>	<p><b>14. Removal of Difficulties</b>   <b>No Change</b></p>

Proposed Amendment of Ordinance OC-5

Existing {vide AC Resolution NO:AC:83:2010:2:(v), of 83 <sup>rd</sup> AC held on 28/05/2010}	Proposed (as approved by 88 <sup>th</sup> AC meeting held on 21/06/2012)
<b>OC-5</b>	<b>OC-5</b>
<b>ON THE MASTER OF PHILOSOPHY PROGRAMME</b>	<b>ON THE MASTER OF PHILOSOPHY PROGRAMME</b>
<p><b>Objective 1.</b> The M.Phil. programme shall comprise two parts: (a) course work (12 credits) and (b) dissertation/thesis work, both the parts shall have equal weightage for the degree aggregating 24 credits.</p> <p><b>Admission 2.</b> i. The admission to the M.Phil. programme shall be only once in a year, during month of August. ii. Each department/ centre of study shall intimate the total number of M.Phil. candidates admitted each year to the Registrar of the University before March 15. It shall be optional to the department/ centre to offer the programme in a given year. However, such a decision must be taken by the department/ centre within the first two weeks of opening of the University after vacation by a resolution of the department/ centre to that effect. iii. Eligibility: Candidates with 55% marks or 'B' grade (CGPA) in the 7-point UGC Scale at the Masters Degree level or equivalent will be eligible for admission to the M.Phil. programme. However, in the case of candidates belonging to SC/ST categories, the minimum percentage/ CGPA may be relaxed to the extent provided by Government of India policy on such matters. Further, subject to availability of vacancies, candidates from disciplines/ subjects other than those dealt by the concerned Department/ Centre may be admitted, provided they belong to cognate subjects and/ or expertise in such subjects are available in the department/ centre (details as per Regulation RC-23). iv. The National Reservation Policy of Government of India on SC/ ST shall be indicated in the notification for admissions. v. Admission procedure shall be as per procedure laid down in Regulations for the purpose. vi. The admissions shall be completed by the date stipulated in the University Calendar (OC-15). vii. The list of selected candidates shall be forwarded by the Head of respective departments/ centre, offering the programme to the University.</p>	<p><b>1. Course structure</b> <b>No change</b></p> <p><b>2. Admission</b> i. The admission to the M.Phil. programme shall be once in a year. <b><i>It shall be optional to the department/ centre to offer the programme in a given year.</i></b> ii. Each department/ centre of study shall intimate the total number of M.Phil. candidates admitted each year to the Registrar of the University <b><i>on completion of admission process.</i></b></p> <p>iii. Eligibility: Candidates with <b><i>minimum</i></b> 55% marks or <b><i>letter grade</i></b> 'B' (CGPA=3.5) in the 7-point UGC Scale at the Masters Degree level or equivalent will be eligible for admission to the M.Phil. programme. However, in the case of candidates belonging to SC/ST categories, the minimum percentage/ CGPA may be relaxed to the extent provided by Government of India policy on such matter. Further, subject to availability of vacancies, candidates from disciplines/ subjects other than those dealt by the concerned Department/ Centre may be admitted, provided they belong to <b><i>allied/</i></b> cognate subjects and/ or expertise in such subjects are available in the department/ centre (details as per Regulation RC-23). iv. <b>No Change</b></p> <p>v. <b>No change</b></p> <p>vi. <b>Deleted</b></p> <p>vii. <b>No change</b></p>
<p><b>Course work 3.</b> i. All M.Phil. candidates shall be required to undergo one semester coursework. The procedure of evaluation of the coursework is provided in the Regulations (RC-23) for the purpose. ii. The coursework syllabus for the M.Phil. programme shall be the same as for the Ph.D. course which shall be prescribed by the department/ centre.</p>	<p><b>3. Course work</b> i. <b>No change</b></p> <p>ii. <b>No change</b></p>

<p>iii. The candidates shall complete 3 (three) papers with 4 credits each as follows:</p> <p>(a) One paper on Research Methodology;</p> <p>(b) Two papers as decided by the department/ centre for the purpose.</p> <p>v. In order to qualify for registration of thesis, a candidate is required to secure a CGPA of 'B' (4.00) in the coursework with minimum of 'C' grade (3.00) in each paper (as per Regulations on the matter).</p> <p>vi. In the event of a candidate failing to obtain the required CGPA in the semester, s/he will be given one additional chance in the succeeding year, to clear the paper(s) failing which the admission of the candidate shall stand cancelled.</p>	<p>iii. <b>deleted</b></p> <p>iii. In order to qualify for registration, a candidate is required to secure a <b>minimum letter grade 'B' (CGPA=3.5)</b> in the coursework with minimum of 'C' grade (<b>GP=2.50</b>) in each paper.</p> <p>iv. <b>A student</b> failing to obtain the required <b>grade as in the sub clause iii above, s/he shall be provided one additional chance after three months but not later than six months from the date of publication of result</b>, to clear the paper(s) failing which the admission of the candidate shall stand cancelled.</p>
<p><b>Supervisor 4:</b></p> <p>i. A teacher with at least one year service in the University with an M.Phil. degree shall be eligible to supervise.</p> <p>ii. The department/ centre shall appoint a supervisor to a candidate <i>within 30 days of admission</i>. A department/ centre may appoint a Jt. Supervisor(s) from within or from other department/ centres depending on the academic requirement of the research topic, on recommendation of the Supervisor.</p> <p>iii. The <i>maximum intake of M.Phil. students of a Supervisor at any given point of time shall be limited to 5 (five) at a given point of time</i>. A vacancy in the intake capacity of a supervisor shall arise only after a registered M. Phil. Candidate submits the thesis.</p> <p>iv. <i>During a given year, no supervisor shall take more than three M.Phil. candidates.</i></p> <p>v. In the event of a Supervisor of a registered candidate leaves the University or in the event of death or incapacitation of a supervisor making her/ him unable to supervise a registered candidate, the department/ centre shall appoint an alternative supervisor within 30 days of such eventuality.</p> <p>vi. No teacher may be allotted an M. Phil. Student if s/he is likely to superannuate in less than two years.</p>	<p><b>4. Supervisor</b></p> <p><b>No change</b></p>
<p><b>Registration 5.</b></p> <p>i. The application of Registration for M.Phil. shall be made to the department/ centre concerned in the proforma prescribed by the University during the coursework semester, along with the detailed Research Proposal including the (a) Title, (b) Scope of study and its significance, (c) Hypothesis/ Research Issue/ Questions and (d) Methodology.</p> <p>ii. The format of the detailed proposal shall be prescribed by the School concerned to maintain a degree of uniformity among proposals within a given school.</p> <p>iii. The Departmental Research Committee (DRC) constituted for the purpose by the department/ centre shall scrutinize the M.Phil. proposal submitted and communicate comments/ observations, if any, to the candidate(s) concerned for incorporation in the proposal wherever possible or feasible not later than</p>	<p><b>5. Registration</b></p> <p><b>No change</b></p>

<p>30 days of submission of the proposal.</p> <p>iv. Upon clearance from DRC, the M. Phil. Proposal may be forwarded by the Department/ Centre to the Board of Postgraduate Studies (BPGS) or the Steering Committee (SC), for its consideration, which may accept it/ reject it/ ask the student to modify the proposal. The BPGS/SC shall, after being satisfied with the proposal may forward the proposal for formal approval by the School Board concerned.</p> <p>v. Upon acceptance of the M.Phil. proposal by the School Board concerned, the candidate shall be deemed to have been registered from the date of her/ his admission to the programme. However, if the student fails to get her/ himself registered within the first two semesters of admission, she/ he shall forfeit the admission.</p> <p>vi. Irrespective of clearance of back papers if any, the candidate can be registered. However, for the final results for the degree, the candidate shall be required to clear the coursework with the requisite CGPA.</p> <p>vii. The registration for M.Phil. of a candidate is liable to cancellation under the following circumstances:</p> <p>(a) Failing to pay prescribed fees of the University;</p> <p>(c) Non-performance, poor progress record to be reported by the department/ centre to the School Board; and/ or</p> <p>(d) Candidates found to indulge in misconduct/ financial irregularities/ academic misdemeanour (e.g. plagiarism) leading to disrepute of the University.</p>	<p><i>viii. A maximum period of four semesters shall be allowed for the student to complete her/ his M.Phil. programme.</i></p>
<p><b>Evaluation of Coursework 6.</b></p> <p>i. The evaluation of the coursework will be internal.</p> <p>ii. A candidate is required to secure a minimum of 'C' Grade (3.00) in individual paper and a GPA of 'B' (4.00) in course work papers as well as the dissertation separately to qualify for the degree of M.Phil.</p>	<p><b>6. Evaluation of Coursework</b></p> <p>i. <b>No change</b></p> <p>ii. A candidate is required to secure a minimum of 'C' Grade <b>(2.50)</b> in <b>each</b> paper and a <b>Letter grade 'B' (CGPA=3.50)</b> in course work as well as the dissertation separately to qualify for the degree of M.Phil.</p>
<p><b>Pre-submission Seminar 7.</b></p> <p>i. When the Supervisor of a candidate is of the opinion that the thesis of a candidate is in the final stage of completion, the supervisor shall ask the candidate to give a pre-submission seminar on her/ his research finding, at least 1 month in advance, which shall be open to all the faculty members of the department/ centre and other research students.</p> <p>ii. The seminar shall be given in the presence of an Evaluation Committee consisting of at least three teachers of the University of which one shall be from outside the department/ centre to be nominated by the Dean of the School and one by the Head of the department/ centre concerned. The candidate may incorporate the recommendations of the Evaluation Committee as far as possible.</p> <p>iii. A certificate that recommendations of the Pre-Submission Seminar have been incorporated by the</p>	<p><b>7. Pre-submission Seminar</b></p> <p><b>No change</b></p>

<p>candidate shall be given by the Supervisor concerned when the thesis is submitted for evaluation purposes.</p>	
<p><b>Submission of Dissertation 8</b></p> <p>i. in triplicate duly recommended by the Supervisor and forwarded by the Department/ Centre to the Controller of Examinations.</p> <p>ii. The dissertation shall contain a declaration from the candidate and a certificate from his Supervisor stating that the dissertation incorporates bonafide research of the student and that this has not been submitted for another degree in this or any other University.</p>	<p><b>8. Submission of Dissertation</b></p> <p>i. An M.Phil. candidate shall be required to submit the dissertation <i>in a manner as prescribed in the relevant Regulation.</i></p> <p>ii. Deleted</p> <p><i>ii. No student shall be allowed to submit her/ his dissertation on expiry of four semesters after admission.</i></p>
<p><b>Panel of Examiners 9.</b></p> <p>At least two months before the probable date of submission of the dissertation the supervisor shall present a panel of four names of examiners (of which one shall be the supervisor) to the Department/ Centre to be forwarded to the School Board for approval. The School Board shall then forward/ submit a copy of the panel of Examiners to the Chairman of the Academic Council for consideration and approval.</p>	<p><b>9. Panel of Examiners</b></p> <p><b>No change</b></p>
<p><b>Evaluation 10.</b></p> <p>i. The dissertation will be examined by two examiners (External examiner to be from outside the State of Meghalaya except in such subjects as decided by the AC in which experts may not be available from outside the State) to be appointed by the Vice-Chancellor from the panel approved by the Academic Council and Executive Council. The external examiner shall not be in the employment of the University.</p> <p>ii. Evaluation of dissertation shall be provided in Regulations for the purpose.</p> <p>iii. There shall be no viva-voce examination of an M.Phil. candidate.</p>	<p><b>10. Evaluation of dissertation</b></p> <p>i. The dissertation will be examined by two examiners, <i>including the Supervisor</i> (External examiner to be from outside the State of Meghalaya except in such subjects as decided by the AC in which experts may not be available from outside the State) to be appointed by the Vice-Chancellor from the panel approved by the Academic Council and Executive Council. The external examiner shall not be in the employment of the University.</p> <p>ii. <i>The dissertation shall be evaluated in a manner provided in the Regulations for the purpose.</i></p> <p>iii. <b>No change</b></p>
<p><b>Award of the Degree 11.</b></p> <p>i. The Dissertation work shall be accepted for the award of M.Phil. degree on the unanimous recommendation of the examiners.</p> <p>ii. If there is a difference of opinion of the examiners, the matter shall be referred to a third examiner to be appointed by the Vice-Chancellor out of the panel of examiners approved for the purpose. The third examiner will act as the adjudicator and her/ his decision shall be final.</p> <p>iii. In case the examiner suggests some modifications for improvement of the dissertation on certain suggested lines or points out certain lacunae in the dissertation, the candidate shall be asked to modify the dissertation on the suggested lines and resubmit the dissertation within a period of two months of the communication of the decision.</p> <p>iv. Both external and internal examiners shall award grades as well as grade points for the dissertation as per Regulation RC-23. In the event of unanimous</p>	<p><b>11. Award of the Degree</b></p> <p>i. <b>No change</b></p> <p>ii. <b>No change</b></p> <p>iii. <b>No change</b></p> <p>iv. Both external and internal examiners shall award <i>grade points as well as letter grades</i> for the dissertation as per Regulation RC-23. In the event of</p>

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<p>recommendation by both the examiners, the CGPA may be computed as per Regulations as above.</p> <p>v. All the reports of the examiners shall be submitted to the concerned Dean of the School who, on being satisfied, may recommend to the Academic Council that the M.Phil. degree may be awarded to the candidate (with report to this effect placed before the School Board).</p>	<p>unanimous recommendation by both the examiners, the CGPA may be computed as per Regulations as above.</p> <p>v. <b>No change</b></p>
<p><b>Removal of Difficulties 12.</b> Notwithstanding anything contained in the above Ordinance, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties.</p>	<p><b>12. Removal of Difficulties</b></p> <p><b>No change</b></p>

**Proposed Amendment of Regulation RC-5**

Existing {vide 79 <sup>th</sup> AC and 134 <sup>th</sup> EC Resolutions, 2008}	Proposed (As per 88 <sup>th</sup> AC meeting held on 21/06/2012)
<b>RC-5</b> <b>ON POST GRADUATE EXAMINATIONS</b>	<b>RC-5</b> <b>ON POST GRADUATE EXAMINATIONS</b> <i>Under Ordinance OC-7</i>
<p><b>1. On Course Structure</b></p> <p>i. Core Courses shall be those, knowledge of which is deemed essential for students of a particular Master's degree programme. It may also have an elective component.</p> <p>ii. Open Choice courses are intended to allow students to acquire knowledge and skills in areas of her/ his choice. Such courses may be offered by the concerned department/ and/ or other departments in various schools of study within the university.</p> <p>iii. Each course of a particular programme of study shall have the following:</p> <p>(i) Course code; (ii) course title; (iii) credits assigned; (iv) maximum marks; (v) number of contact hours for teaching of theory per week and per semester; (vi) Number of contact hours for teaching of practical per week and per semester; (viii) whether the course is core (C) and/ or open choice course (O).</p>	<p><b>1. On Course Structure</b></p> <p>i. No Change</p> <p>ii. Open Choice courses are intended to allow <b>a student</b> to acquire knowledge and skills in areas of her/ his choice. Such courses may be offered by the concerned department and/ or other departments in various schools of study within the university.</p> <p>iii. No Change</p>
<p><b>2. On Distribution of credits</b></p> <p>Each Semester shall have uniform distribution of credits.</p>	<p><b>2. On Distribution of credits</b></p> <p><b><i>Total minimum credits shall be equally distributed over four semesters of the programme.</i></b></p>
<p><b>3. On Distribution of core and open courses across semesters</b></p> <p>The open choice courses shall be offered only in semesters 2 and 3.</p>	<p><b>3. On Distribution of core and open courses across semesters</b></p> <p><b>No change</b></p>
<p><b>4. On student advisor and students' hand book</b></p> <p>i. Each Department shall have a student's advisor(s) who shall advise the students about choosing courses offered under open choice.</p> <p>ii. Each department shall prepare a student's handbook which shall contain complete list of courses including the core and the open choices.</p> <p>iii. Immediately after joining a programme of study student shall fill up a plan declaring the choice of courses to be taken. Depending up on the availability of courses in each semester every student must register for the courses she/ he intends to undergo in that semester. Students have to apply in the prescribed proforma (in triplicate) duly signed by the candidate, student advisor and the Head of the Department (within the deadline notified in the academic calendar).</p> <p>iv. Late registration may be allowed up to two weeks after the commencement of the semester.</p> <p>v. A student shall register for a minimum of 18 credits in a semester. Withdrawal from a course shall be permitted up to two week from the date of registration.</p>	<p><b>4. On student advisor and students' hand book</b></p> <p><b>No change</b></p>

<p>vi. After registration, a student can drop a choice based course opted earlier and can substitute it by another choice based course with the consent of the Student Advisor and the Head of the department before the deadline for withdrawal of courses. Provided withdrawal from a course will not be permitted for those who undergo late registration.</p>	
<p><b>5. On continuous assessment</b></p> <p>i. Evaluation of continuous assessment for each course shall be made on the basis of the student's performance in the best two of the three written tests which may also include one seminar organized for this purpose by the Department concerned.</p> <p>ii. The schedule for the continuous assessment shall be made known to the students at the beginning of the semester.</p> <p>iii. The marks/ grades awarded for continuous assessment shall be made known to the candidates ordinarily within ten days of the conduct of the test etc. Candidates may seek clarifications, if any, about performance from the teacher concerned within a week of the declaration of marks/ grades.</p> <p>iv. Each Department shall constitute an Examination Committee consisting of at least three members of its faculty to oversee all work connected with evaluation of sessional work. The Head of the Department shall be the ex-officio Chairman of this Committee.</p> <p>v. The awards given by the teacher(s) concerned shall be kept confidential until they are moderated and approved by the Departmental Examination Committee. It shall be the responsibility of this Committee to maintain the standard of evaluation.</p>	<p><b>5. On continuous assessment</b></p> <p>i. No change</p> <p>ii. No Change</p> <p>iii. No Change</p> <p>iv. No Change</p> <p>v. No change</p> <p>vi. <i>No student shall be allowed to repeat the sessionals for improvement. Provided if the student repeats a course by regular attendance in a subsequent semester, he/ she shall be allowed to appear in sessionals for that course(s).</i></p>
<p><b>6. On end-semester examinations</b></p> <p>i. Appointment of Paper-setter/ Examiner</p> <p>The Board of Post Graduate Studies in each subject shall draw a panel of Paper-setters/ Examiners ordinarily in the month of August every alternate year and forward the same to the Academic Council through the Board of School which shall appoint the Paper-setter/ Examiner. While drawing the panel, the Chairman of the Board of Post-Graduate Studies shall take into consideration the confidential aspect of the assignment.</p> <p>A person to be appointed as a Paper-setter must be a full time teacher of the University having at least 5 years PG teaching experience. In exceptional circumstances, however, the Vice-Chancellor may relax the condition of experience.</p> <p>Ordinarily the Paper-setter shall act as examiner. In case, an examiner has to be appointed other than the Paper-setter, the criteria shall be same as for Paper-setter.</p> <p>ii. Moderation Board</p> <p>There shall be a Moderation Board for each subject/ programme of study and it shall consist of:- Dean of the School concerned; Head of the concerned</p>	<p><b>6. On end-semester examinations</b></p> <p>i. No change</p> <p>ii. No change</p>



<p>shall be given to continuous assessment during the semester.</p> <p>h. There shall be a Moderation Board to moderate the results of the end-semester examinations in each subject/ programme of study and it shall consist of: Vice-Chancellor; Deans of all the Schools of Studies; Head of the concerned Department.</p> <p>i. The Board shall scrutinize the statistics of results prepared by the tabulators and moderate the same, if need be, before the declaration/ publication of results.</p>	<p>h. <b>No change</b></p> <p>i. <b>No change</b></p> <p>j. <b>Students may be allowed to repeat the end semester examination. However, this shall be done in accordance with the University calendar as well as within the maximum period of six semesters allowed for obtaining PG degree. Provided further that, while a student may repeat theory papers as above, she/he shall be allowed to repeat the practical examination only in case the grade point secured is less than 1.50.</b></p>											
<p><b>7. On Grade Card</b></p> <p>a. The Grade Card issued at the end of each semester to each student registered for a course shall contain the following:</p> <ul style="list-style-type: none"> <li>i. Course code</li> <li>ii. Course title</li> <li>iii. Per cent marks obtained for each course</li> <li>iv. Credits earned for each course</li> <li>v. Grade point</li> </ul> <table border="1" data-bbox="149 1085 739 1147"> <thead> <tr> <th>Course code</th> <th>Course title</th> <th>% marks secured</th> <th>Credits earned</th> <th>Grade point</th> </tr> </thead> </table> <p>b. The cumulative grade point statement of all the courses after completing the programme of study shall be issued as under ordinance OC7(17).</p>	Course code	Course title	% marks secured	Credits earned	Grade point	<p><b>7. On Grade Card</b></p> <p>a. The Grade Card issued at the end of each semester to <b>a candidate</b> shall contain the following:</p> <ul style="list-style-type: none"> <li>i. Course code</li> <li>ii. Course title</li> <li>iii. Per cent marks obtained for each course</li> <li>iv. Credits earned for each course</li> <li>v. Grade point</li> <li>vi. <b>Letter Grade</b></li> </ul> <table border="1" data-bbox="762 1085 1350 1147"> <thead> <tr> <th>Course code</th> <th>Course title</th> <th>% marks secured</th> <th>Credits earned</th> <th>Grade point</th> <th>Letter Grade</th> </tr> </thead> </table> <p>b. The cumulative grade point statement of all the courses after completing the programme of study shall be issued <b>including CGPA as laid down in the ordinance OC7 (17).</b></p>	Course code	Course title	% marks secured	Credits earned	Grade point	Letter Grade
Course code	Course title	% marks secured	Credits earned	Grade point								
Course code	Course title	% marks secured	Credits earned	Grade point	Letter Grade							

**5:5:4(1)**

**5: - ACADEMIC MATTERS:**

**5:5: - Examination Matters:**

(iv) Panel of Paper Setters–cum Examiners.

The respective School Board (s) and subsequently the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 considered and approved the panel of Paper Setters-cum Examiners for following Department/Course:

1. M.A in Adult & Continuing Education.
2. MA 2<sup>nd</sup> & 4<sup>th</sup> Semester Department of Economics.
3. M.Com 2<sup>nd</sup> & 4<sup>th</sup> Semester Department of Commerce.
4. M.L.I.Sc 2<sup>nd</sup> and 4<sup>th</sup> Semester Department of Library & Information Science.
5. Ph.D.Course Work.
6. M.Sc Botany (Inclusion of additional names for Practical Examiners).
7. M.Sc.(Zoology) Practical.

The matter is placed before the Council for consideration.

**5:5:5(1)**

(v) Panel of Examiners for Ph.D/M.Phil candidates.

The respective School Board (s) and subsequently the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 considered and approved the panel of Examiners in respect of the following Ph.D/M.Phil candidates:

<b><u>Name of the candidate</u></b>	<b><u>Department</u></b>	<b><u>Degree</u></b>
1. Mr. M.Hormi	Chemistry	Ph.D
2. Mr.Mantu Rajbangshi	Chemistry	Ph.D.
3. Ms. Asem Satyapati Devi	Chemistry	Ph.D.
4. Ms. Takhellambam Inakhunbi Chanu	Chemistry	Ph.D.
5. Md. Rumum Rohman	Chemistry	Ph.D.
6. Mr. Anup Paul	Chemistry	Ph.D.
7. Mr. Venkateswara Rao Anna	Chemistry	Ph.D.
8. Ms. Saphidabha Lyngdoh Nongbri	Chemistry	Ph.D
9. Ms. Ningthoujam Thoinganbi Chanu	Physics	Ph.D
10. Mr. Sandy Aron War	Physics	Ph.D
11. Mr. Bijoy Krishna Handique	Statistics	Ph.D.
12. Mr. Ashok Kumar Jha	Physics	Ph.D
13. Danibha Pyrbot	History	Ph.D.
14. Rahul S.Majumdar	History	Ph.D
15. Lalrammawii	Pol.Sc.	Ph.D
16. Rimika Lanong	CCS	Ph.D
17. Anjalee M.Shangpliang	History	Ph.D
18. Kiran Pegu	Pol.Sc	M.Phil
19. Sudip Saha	History	M.Phil
20. Banalari L.Mawphlang	History	M.Phil
21. P.Gracefullness Bonney	History	M.Phil
22. Noblelyne Nongkynrih	Sociology	M.Phil
23. Lalmalsawmi Hlondo	Sociology	M.Phil
24. Caroline Laloo	Sociology	M.Phil
25. Rimeiaiki Khongsdam	Pol Sc	M.Phil.
26. Mrs. Ampareen Lyngdoh	Lib. & Inf.Sc	Ph.D.
27. Mr. Purna Prasad Sharma	Commerce	Ph.D.
28. Mr. Sunil Kr. Newar	Management	Ph.D.

**5:5:5(2)**

29.	Mr. Loverwell Tham	Education	Ph.D.
30.	Atul Thakur	Education	Ph.D.
31.	Ms. Mistilia Dkhar	Education	Ph.D.
32.	Ms. Saru Joshi	Education	Ph.D.
33.	Ms. Treesa J. John	Education	Ph.D.
34.	Ms. Iaraplang Dkhar	Education	Ph.D.
35.	Ms. Claris Wahlang	Education	Ph.D.
36.	Ms. Neizo U. Mero	Education	Ph.D.
37.	Ms. Geddiillia Nongbri	Education	Ph.D.
38.	Ms. Jeemina Baglari	Education	Ph.D.
39.	Ms. Supriya Barsaikia	Education	Ph.D.
40.	Mr. Phervision Nongtdu	DACE(Shillong)	Ph.D.
41.	Ms. Yensebam Rajlakshmi Devi	Education(Tura)	Ph.D.
42.	Mrs. Kalpana Saikia	Hindi	Ph.D.
43.	Ms. Jubanlak Sutnga	English	Ph.D.
44.	Mr. Sahab-Uddin	English	Ph.D.
45.	Ms. Indrani B. Bhuyan	English	Ph.D.
46.	W. Marchtime Kharryngki	Khasi	Ph.D.
47.	Ms. L. K. Gracy	English(Tura)	Ph.D.
48.	Ms. Lucy R. Marak	English(Tura)	Ph.D.
49.	Ms. Mautushi Das	Botany	Ph.D.
50.	Ms. Hygina Siangbood	Botany	Ph.D.
51.	Mr. Viki Manners	Botany	Ph.D.
52.	Ms. Sumi Paul	Botany	Ph.D.
53.	Mr. Bibhuti Bhasan Das	Botany	Ph.D.
54.	Mr. Kitboklang Nongrum	Botany	Ph.D.
55.	Ms. Magdalene Kharbangar	Zoology	Ph.D.
56.	Ms. Lavinia M. Dkhar	Zoology	Ph.D.
57.	Mr. Atin Kumar Srivastava	Zoology	Ph.D.
58.	Ms. Mahua Gupta Choudhury	Zoology	Ph.D.
59.	Ms. Maisnam Manorama Devi	Zoology	Ph.D.
60.	Mr. Bradon K. Myllemngap	Zoology	Ph.D.
61.	Mr. Ananta Swargiary	Zoology	Ph.D.

**5:5:5(3)**

62.	Ms. Manukonda Radhika	Biotechnology & Bioinformatics	Ph.D
63.	Mr. Devendra Kumar Biswai	Biotechnology & Bioinformatics	Ph.D
64.	Ms. Rajkumari Khedasana	Biotechnology & Bioinformatics	Ph.D
65.	Ms. Marlykynti Hynniewta	Biotechnology & Bioinformatics	Ph.D
66.	C.Lalrammuana	Anthropology	Ph.D
67.	Lalgin Chongloi	Anthropology	Ph.D
68.	Niranjana Kumar	Environmental Studies	Ph.D.
69.	Marvellous B.Lynser	Environmental Studies	Ph.D.
70.	Arati Yadav	Geography	Ph.D.
71.	Gagan Bhuyan	Geography	Ph.D.
72.	Happiline Shangpliang	Geography	Ph.D.

The matter is placed before the Council for consideration.

**5:6:1(1)**

**5:6: - Establishment of new Departments/Centres/Courses**

- (i) Feasibility of starting the new Departments/Courses, Lab. facilities etc. in the School of Technology.

The Academic Council in its 88<sup>th</sup> meeting held on 21<sup>st</sup> June, 2012 vide Resolution NO:AC:88:2012:5:6:(i);, considered the feasibility of starting the new Departments/Courses, Lab. facilities etc. in the School of Technology and the Chairman briefed the House on the matter and wanted their opinion **(as per Annexure 'A' 'B' & 'C')**. After a thorough deliberation, the Council **RESOLVED** to approve starting of M.Tech and Ph.D. Programme from next year. Regarding approval for Civil Engineering in place of Architecture Engineering the Council suggested that this may be taken up at the time of XII Plan discussion with UGC.

The matter is placed before the Council for consideration.



3601

## SCHOOL OF TECHNOLOGY

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Prof. S. CHOUDHURY

MAWKYNROH, UMSHING: SHILLONG-22

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**DEAN**

To

The DR

Conference

**Sub:Agenda items from the School board of School of Technology to be placed to AC for approval**

The minutes of the School board meeting is attached for your ready reference. The agenda items to be placed to AC is slightly modified in view of the change in status with respect to the agenda item no 2 in the school board meeting. Following agendas may be put to AC for Approval:

1. Feasibility of starting the new departments.
2. Feasibility report of BSSS and ECE Deptt. for extending lab facilities to UTM
3. Starting of PhD programme in the Depart of ECE and IT
4. Starting of M.Tech programme the Depart of ECE and IT

On agenda no 1. the School board discussed the merits and feasibility of starting the new Deptts like Energy, Bio-Medical and Architecture Engineering. Members were of the view that these Deptts are not sustainable in terms of student intake and availability of suitable faculties. Members were also of the view that the basic engineering Deptts. like Electrical, Mechanical and Civil Engineering will be more suitable Deptts for the University. Hence, members resolved that if in the forthcoming recruitment drive for the school of Technology does not result in filling up of the vacancies in these Deptts then in lieu of Energy, Bio-Medicals and Architecture Engineering Civil, Electricals, and Mechanicals Engineering can be started in School of Technology. **In view of the latest recruitment drive carried out in the new departments and encouraging response received from the candidates for the branches of Energy, Biomedical Engg and Nanotechnology, the above agenda item is modified after discussion with the members. Since the response received for architecture Engineering is very poor and there is a pressing need of Civil Engg in the school of technology, the agenda item will now be to seek approval for starting Civil Engg in lieu of Architecture Engg.** Members also strongly recommended starting of the Deptt of Nano-Technology. Since, Nano-Technology is the most important technology for the present and the future and all reputed universities have already started this Deptt. Also the members are of the view that since School of Technology has already got some senior faculties specialized in the field of Nano-Technology, it will be helpful for starting the Deptt. of nano-Technology. Also some of the external members who are renowned researchers in the field of Nano-Technology, after inspecting the exiting research facility strongly suggested the starting of the Deptt of Nano-Technology in the School of Technology. Members also resolved to start only PG course in Nano-Technology since, under graduate programme in Nano-Technology has not started in any University so far.

*Solanki*

5.6:1(3)

On agenda no 2 ,School Board discussed the feasibility report of BSSS and ECE Deptt. and suggested the Deptt of ECE and BSSS to work together to finalize the feasibility report and place it to AC for approval. The report is attached.

On agenda no 3, the school board strongly suggested to start PhD programme in ECE and IT from August 2012. The 85<sup>th</sup> AC has already resolved to start M.Tech and PhD programme in School of Technology in principle. According to the Ac resolution, the actual starting of these programmes will be subject to the filing up of the vacancies in these Deptt. Since, ECE Deptt has already upgraded its labs through different research grant from MHRD as well as other funding agencies like DIT and has got three faculty members eligible for guiding PhD programme, the school Board strongly suggested starting of PhD programme in ECE Deptt form August 2012. The School Board also strongly recommended starting of PhD progarmme in IT Deptt since they also upgraded their lab through research project and grant from MHRD. They also have at present one faculty member eligible for supervising the PhD student.

The 85<sup>th</sup> AC has already resolved to start M.Tech and PhD programme in School of Technology in principle. According to the Ac resolution, the actual starting of these programmes will be subject to the filing up of the vacancies in these Deptt. Since most of the vacancy position in ECE and IT are likely to be filled (evident from the recent recruitment drive) , the matter of starting the M.Tech programme is placed before AC for approval. IT WILL BE PERTINENT TO MENTION HERE THAT THE ABSENCE OF MASTERS AND PHD PROGRAMMES IN THE SCHOOL OF TECHNOLOGY IS HAMPERING ACADEMIC GROWTH .

The grouping of subjects for the first year B.Tech will be placed before AC as and when new departments are started in the School of Technology.

Prof. S. Choudhury  
Dean, SOT  
7/6/2012  
Dean  
School of Technology  
North-Eastern Hill University  
Shillong - 793 022

**Feasibility Report for extending the SOT Lab facilities to UTM/ NIT, Shillong**

Following are the aspects under which the departments, namely ECE and BSSS have explored the possibility, whether the existing facility of their laboratories for the paper/subject of Basic Electrical Engineering and Mechanical Workshop Practice (BSSS) and Basic Electronics Laboratory (ECE) may be extended to the University of Technology & Management, Shillong and National Institute of Technology, Shillong as requested by them for their 1<sup>st</sup> Semester Course of the B. Tech., from September to December, 2012 in above mentioned subjects. :

1. **Time Slot/Duration** – Considering the most probable (tentative\*) time table of the forthcoming 1<sup>st</sup> Semester classes, from August to December, 2012, for the two existing departments of Engineering in the SOT, NEHU, viz., the ECE and the IT, it appears that the lab facility of Basic Electrical Engineering (BEE) may be made available to the UTM for two full days in a week, like Wednesday (a working day) and Saturday (a non-working day). Same time slots may be made available to the students of NIT to conduct Mechanical Workshop Practice (MWP) laboratory classes.

One day may be utilized for the duration of total 6 hours (from 9.30 AM. to 5.00 PM., with a recess in between) in two slots, each of 3 hours at a time. However, a few more slots (approximately 4 more slots), each of 3 hours duration may be feasible during the other 4 working days of the week. These free slots if available may be utilized by the said Institutes. The time slots for the Basic Electronics Lab will be available only on Saturdays from 0930 AM to 5.00 PM

Whenever examinations [internal/external] of the department are held in the laboratory, the UTM/ NIT will not be permitted to conduct their classes/examinations during these periods.

(\*The above possibilities are based on the tentative time table of the forthcoming 1<sup>st</sup> Semester, 2012 for ECE & IT classes in NEHU.)

2. **Lab Capacity** – The said BEE, BE and MWP labs have the capacity of accommodating 30 students at a time in terms of the lab size and equipments, etc.
3. **Availability of Equipments, consumables, etc. in the lab** – A copy of the list of experiments for the BEE, MWP and BE Lab courses as per the syllabus being followed for SOT students of ECE & IT disciplines will be provided to UTM/ NIT if this proposal is accepted by the Academic Council and EC.
4. There shall be at least two technical staff available to take care of the laboratory classes other than the teachers.
5. During vacation period of NEHU and closed holidays and local holidays for NEHU, the laboratory facility shall not be available to the UTM/ NIT for their students.

6. **Availability of Human Resources** –

- a. **Faculty** : The Department of Basic Sciences & Social Sciences, School of Technology which caters to Basic Electrical Engineering (BEE) and Mechanical Workshop Practice (MWP) related papers (Both theory and practical), in the 1<sup>st</sup> Semester, presently does not have any regular teaching staff for these courses, who can deal with these courses. Therefore, if regular teaching faculty is available in the Department, only then this facility can be extended to UTM/ NIT for those subjects.
  - b. **The UTM/ NIT faculties of respective subjects should be available during the usage of the laboratory facility and should assist their students along with a teaching faculty and technical staff from the respective department of NEHU.**
  - c. Review meeting of the respective departments would be held every month on the laboratory usage by UTM/ NIT from the start of the session.
  - d. **Technical Staff:** The Dept. of BSSS has been managing the BEE Lab work with the help of temporary technical staff on contractual basis. The availability of the technical staff will be subject to renewal of the contract. However for the Mechanical Workshop Practice lab, the technical staff is available for conducting the practical.
7. **Cost involvement and payment by the UTM/ NIT**– The faculty of the School of Technology have worked out the cost involvement for the facility to be provided, for (August – December 2012) session only which is as follows :
- I. **A Security Deposit (nominal and refundable)** of Rs. 50,000/- (Rupees Fifty Thousand only) is to be deposited by the UTM/ NIT at the beginning of the session.
  - II. Any damage/ loss of items (instruments/kits, etc.) that takes place while using departmental facility by UTM/ NIT should be replaced with the same item/brand/model within a month. Failure to which, the facility extended to the UTM shall be withdrawn and the security deposit shall be used to recover losses incurred and the extra charges beyond Rs. 50,000/- shall have to be paid subsequently by the concerned institute.
  - III. **Lab charges (inclusive of maintenance & consumables etc')** - @ Rs. 2000/- per student per semester.
  - IV. Overhead charge - @ 15% of the total cost charged in the items (III) above per semester.
  - V. Remuneration for the Teaching staff - @ Rs. 1000/- per hour per teacher ##
  - VI. Remuneration for Technical staff - @ Rs. 250/- per hour per technical staff. ##

## In addition to the remuneration, the local conveyance charges may also be charged on actual basis for the teaching & technical staff for the non-working days only.

8. Modality of payment of the remuneration and other charges, etc. –


The cost involved, as per the items listed under 5 (I) to 5(VI) may be paid directly to University. Towards required consumables, repair and maintenance of equipments etc., the respective departments will approach University for the requirement of funds.

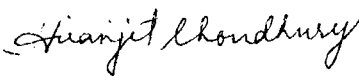
The remuneration to the teaching and technical staff (i.e., under the items 5 (V) and 5 (VI)) may be paid to the concerned persons on monthly basis by the University.


9. Minimum formalities required - The whole process of extending the mentioned facility to the UTM/ NIT, Shillong may be formalized through necessary documentation such as MOU between NEHU, Shillong and the concerned institutes.

10. The security issues will have to be discussed in detail by the University authorities and the authorities from the respective institutes, to avoid any probable conflicts between NEHU students and the students coming from these institutes.

11. Conclusion : In light of the above salient points, the facility of the existing BEE , BE and MWP Labs may be extended to the UTM/ NIT, Shillong for the session starting from August 2012 to December 2012 only, provided the Dept. of BSSS, SOT, NEHU is certain about having teaching as well as technical staff for BEE (lab) by July, 2012 so as to make the process practically feasible.

  
(Prof. P.V. Koparkar)  
Head, BSSS

  
(Dr. H. Choudhury)  
Asstt. Prof., BSSS

  
(Mr. R. Mudoi)  
Asstt. Prof., ECE



Prof. S. CHOUDHURY  
DEAN

S: 6:11(7)  
School of Technology

NORTH - EASTERN HILL UNIVERSITY  
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Annexure 'C'

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**Following are the minutes of the School Board Meeting of the School of Technology held on 7<sup>th</sup> May, 2012 at 1 P.M**

The following were the agendas for the meeting;

1. Grouping of 1<sup>st</sup> year subject for B.Tech
2. Feasibility of starting the new departments.
3. Ratification of study leaves application of Shri J. Binong Deptt of ECE.
4. Feasibility report of BSSS and ECE Deptt. for extending lab facilities to UTM
5. Any other business.

On the agenda no 1. the school board approved the grouping of subject for 1<sup>st</sup> year as and when new Deptt. are started in the School of Technology. This is required for reducing the academic load for the Deptt.

On agenda no 2. the School board discussed the merits and feasibility of starting the new Deptts like Energy, Bio-Medical and Architecture Engineering. Members were of the view that these Deptts are not sustainable in terms of student intake and availability of suitable faculties. Members were also of the view that the basic engineering Deptts. like Electrical, Mechanical and Civil Engineering will be more suitable Deptts for the University. Hence, members resolved that if in the forthcoming recruitment drive for the school of Technology does not result in filling up of the vacancies in these Deptts then in lieu of Energy, Bio-Medicals and Architecture Engineering Civil, Electricals, and Mechanicals Engineering can be started in School of Technology.

Members also strongly recommended starting of the Deptt of Nano-Technology. Since, Nano-Technology is the most important technology for the present and the future and all reputed universities have already started this Deptt., Also the members are of the view that since School of Technology has already got some senior faculties specialized in the field of Nano-Technology it will be helpful for starting the Deptt. of nano-Technology. Also some of the external members who are renowned researchers in the field of Nano-Technology, after inspecting the exiting research facility strongly suggested the starting of the Deptt of Nano-Technology in the School of Technology. Members also resolved to start only PG course in Nano-Technology since, under graduate programme in Nano-Technology has not started in any University so far.

On agenda no 3. School Board ratified the study leave application of shir.J. Binong .

On agenda no 4. School Board discussed the feasibility report of BSSS and ECE Deptt. and suggested the Deptt of ECE and BSSS to work together to finalize the feasibility report and place it to AC for approval.



# School of Technology

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Prof. S. CHOUDHURY  
DEAN

NORTH - EASTERN HILL UNIVERSITY  
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On agenda no 5.the school board strongly suggested to start PhD programme in ECE and IT from August 2012. The 85<sup>th</sup> AC has already resolved to start M.Tech and PhD programme in School of Technology in principle. According to the Ac resolution, the actual starting of these programmes will be subject to the filling up of the vacancies in these Deptt. Since, ECE Deptt has already upgraded its labs through different research grant from MHRD as well as other funding agencies like DIT and has got three faculty members eligible for guiding PhD programme, the school Board strongly suggested starting of PhD programme in ECE Deptt form August 2012. The School Board also strongly recommended starting of PhD progarmme in IT Deptt since they also upgraded their lab through research project and grant from MHRD. They also have at present one faculty member eligible for supervising the PhD student. The matter is to be placed to AC for approval

*S. Choudhury*

Chairman,  
School board

2012  
SCHOOL OF TECHNOLOGY  
NORTH-EASTERN HILL UNIVERSITY  
SHILLONG - 793 022

5:7: - Affiliation Matters:

- (i) Affiliation cases of various Colleges.

Affiliation cases of various Colleges submitted by the Director, College Development Council was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council **RESOLVED** to approved the same as follows:

**1. Renewal of Provisional Affiliation to subject(s)/course(s) of study in an Affiliated College/Institution:**

1.	K.L. Bajoria College, Shillong.	<b>B.A. (Pass)</b> in English, Alt. English, Khasi, Pol. Science, Education, Economics, History, Sociology and <b>B.Com. (Pass)</b>	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for both <b>Hons &amp; Pass</b> Courses for a period of 3 (three) years w.e.f. academic session 2012-2013 to 2014-15.
2.	Nongstoin College, Nongstoin.	<b>B.A. (Hons)</b> in English and Economics.	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for <b>B.A. (Hons)</b> for a period of three years w.e.f. academic session 2012-13 to 2014- 2015.
3.	Seng Khasi College, Shillong.	<b>B.A. (Hons)</b> in Economics and <b>B.A. (Pass)</b> in Sociology.	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for both <b>(Pass &amp; Hons)</b> Courses for a period of three years w.e.f. academic session 2012-2013 to 2014- 15.

4.	Sankardev College Shillong.	<b>5:7:1(2)</b>  <b>B.A./B.Sc.(Pass)</b> Statistics.	in Approved the recommendation of the Affiliation Committee to regularize the break period for the academic session 2011-12 after the college had paid the prescribed fees and late fees. Grant of renewal of provisional affiliation for both <b>B.A./B.Sc. (Pass) Courses</b> is for a period of one year only w.e.f. academic session 2012-2013.  The College has to fulfill the conditions laid down by the Inspection Team to deposit a fixed deposit amount of Rs.15 (fifteen) lakhs as corpus fund within 2012 and should appoint two more regular teachers in the concerned subject as per UGC/NEHU norms.
5.	Jaintia Eastern College, Khliehriat.	<b>B.Com.(Pass &amp; Hons)</b>	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for both <b>(Pass &amp; Hons)</b> for both <b>Pass &amp; Hons</b> <b>Courses</b> for a period of three years w.e.f. 2012-13 to 2014-15 academic session.

6.	Umshyrpi College, Shillong.	<b>5:7:1(3)</b> B.Com.(Pass & Hons	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for both <b>(Pass &amp; Hons)</b> for a period of three years i.e. 2012-13 for both <b>Pass &amp; Hons</b> Courses for a period of 3 (three) years w.e.f. the academic session 2012-13 to 2014-15.  The College has to fulfill the conditions laid down by the Inspection Team within one year.
7.	Regional Institute of Science & Technology, Baridua,Ri- Bhoi.	<b>B. Tech. in</b> <b>1.</b> Electronics & Communication Engineering <b>(2)</b> Mechanical Engineering <b>(3)</b> Computer Science & Engineering <b>(4)</b> Information Technology <b>(5)</b> Civil Engineering and <b>(6)</b> Electrical & Electronics Engineering	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for a period of one year only w.e.f. the academic session 2012-13.  The College should fulfill the conditions laid down by the Inspection Team within this period.  The College should apply for renewal of provisional affiliation before the expiry of the 1 (one) year affiliation being granted and pay the prescribed fee.

8.	NEIGRIHMS Mawdiangdiang, Shillong.	5:7:1(4)  MD in Anaesthesiology, Microbiology, Pathology and MS in Obstetrics & Gynaecology <b>(PG Course)</b>	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for a period of three years w.e.f. the academic session 2012-13 to 2014-15.  The College should fulfill all the conditions laid down by the Inspection Team particularly appointment of faculty in the Department of Microbiology.
9.	Tiroat Sing Memorial College, Mairang, West Khasi Hills.	<b>B.Com. (Pass)</b>	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for <b>B.Com. (Pass)</b> for a period of three years w.e.f. the academic session 2012-13 to 2014-15.  The College should fulfill all the conditions laid down by the Inspection Team.
10.	Thomas Jones Synod College, Jowai, Jaintia Hills.	<b>B.A.(Pass)</b> in English, MIL (Khasi) Education, Economics, Political Science, History, Philosophy & EL <b>(English &amp; Khasi)</b>	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for <b>B.A.(Pass)</b> for a period of three years w.e.f. the academic session 2012-13 to 2014-15.

		5:7:1(5)	The College should fulfill all the conditions laid down by the Inspection Team.
11.	Lady Keane College, Shillong.	<b>B.Sc. (Pass &amp; Hons)</b> in Computer Science.	<p>Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for <b>B.Sc. (Pass &amp; Hons)</b> for a period of one year only for the academic session 2012-13.</p> <p>The College should fulfill all the conditions laid down by the Inspection Team.</p> <p>The College should apply for renewal of provisional affiliation before the expiry of the 1 (one) year affiliation being granted and pay the prescribed fee.</p>
12.	Kiang Nangbah Govt. College, Jowai, Jaintia Hills.	<b>B.Com (Pass &amp; Hons)</b>	<p>Approved the recommendation of the Affiliation Committee that as the College has applied for regularization of the break period as well as for the grant of renewal provisional affiliation and paid the prescribed fees and late fees the break period may be regularized. Grant of renewal of</p>

5:7:1(6)

Provisional Affiliation for **B.Com (Pass & Hons)** for a period of three years w.e.f. the academic session 2012-13 to 2014-15.

The College should fulfill all the conditions laid down by the Inspection Team with a proviso for strengthening of the Library within one year.

13. Khadar Doloi  
Law College,  
Jowai Jaintia  
Hills. **LL.B.**

Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for **LL.B** for a period of one year only for the academic session 2012-13.

The College should fulfill all the conditions laid down by the Inspection Team within this period.

The College should apply for renewal of provisional affiliation before the expiry of the 1 (one) year affiliation being granted and pay the prescribed fee.

## 2. Provisional Affiliation to Subject(s)/Course(s) of Study in an Affiliated College/Institution.

Sl.No	Name of Colleges	Subject(s)/Course(s) applied for	Recommendation
1.	Nongstoin College, Nongstoin, West Khasi Hills.	<b>B.A. (Hons)</b> in Sociology and <b>B.A. (Pass)</b> in Geography and DTP & Multimedia.	Approved the recommendation of the Affiliation Committee to grant renewal of Provisional Affiliation for <b>B.A.(Hons &amp; Pass)</b> Courses for a period of one year only for the academic session 2012-13.  The College should fulfill all the conditions laid down by the Affiliation Committee held on 11.6.2012.

## 3. Permanent affiliation of Subject(s)/ Course(s) of study in permanently affiliated colleges.

Sl.No.	Name of Colleges	Subject(s)/ Course(s)	Recommendation
1.	St. Mary's College, Shillong.	<b>B.Com (Pass)</b>	Approved the recommendation of the Affiliation Committee that the College should first fulfill the conditions laid down by the Inspection Team. The Director, CDC should write to the College to take corrective measures suggested by the Inspection Team at the earliest and submit the information to the Director, CDC for consideration of grant of permanent affiliation.

**I. Application received from Colleges:**

**a. Permission to open a new college:**

Sl.No.	Name of Colleges	Subject(s)/ Course(s)	Recommendation
1.	Loyola College, Shillong, Williamnagar, East Garo Hills.	English, Alternative English, Garo(Elective & MIL)Economics, Political Science, Education & History.	Approved the recommendation of the Affiliation Committee that an Inspection Team be constituted to visit the college for grant of opening permission.

**b. Permanent affiliation of St. Dominic's College:**

**NO:AC:88:2012:5:7:(i):(II)(b):** The College applied for grant of permanent affiliation for B.A. (Pass) in English, Elective English, Alternative English, Political Science, History, Education, Economics, Sociology & Philosophy and B.A.(Hons) in English, Political Science, History, Education, Economics & Sociology and the Council **RESOLVED** to accept the recommendation of the Affiliation Committee that the College is yet to fulfill the condition as laid down by the Inspection Team, i.e. the college should appoint a Principal who fulfills UGC norms. If, fulfilled the College may be granted permanent affiliation, **and if not**, the application may be considered for grant of renewal of **Provisional Affiliation**.

The Council further **RESOLVED** that the Director, CDC shall inform the College of the decision of the Academic Council.

**c. Permission to start new Subject(s)/Course(s) of study in an affiliated college:**

***Ampati Degree College, Ampati, West Garo Hills:***

The College applied for grant of permission to start B.A.(Hons) in Garo, Political Science & History.

## 5:7:1(9)

**NO:AC:88:2012:5:7:(i):(II)(c)** : The Council **RESOLVED** to approve the recommendation of the Affiliation Committee for grant of **Permission** to start the above mentioned Courses. The Director, CDC may inform the college to increase the Corpus Fund to Rs.15 (fifteen) lakhs before grant of provisional affiliation. The College is to ensure appointment of necessary numbers of regular and qualified faculty as per UGC norms and fulfill all other requirements as per NEHU Ordinance/Regulation. The College should apply for grant of Provisional affiliation and pay the prescribed fee before admitting students into the Courses as per terms and conditions for provisional affiliation

### III. **Miscellaneous Items:-**

#### **a. *Career Oriented Certificate Course-St Edmund's College.***

**NO:AC:88:2012:5:7:(i):(III)(a)**: The Council considered the recommendation of the Affiliation Committee of the application for grant of permission to start the UGC sponsored Career Oriented Certificate Course in *Applied Chemistry* under UGC scheme w.e.f. 2012 session where the College had submitted the **Syllabus and the Certificate format** and the Council **RESOLVED** to approve the same.

#### **b. **Approval of the Governing Bodies of private colleges / Institutions by the Government.****

**NO:AC:88:2012:5:7:(i):(III)(b)**: The Council considered the recommendation of the Affiliation Committee that the constitution/re-constitution of the Governing Bodies of the Colleges/Institution may be routed through CDC, NEHU, and the Council **RESOLVED** to approve the same.

#### **c. **Recommendation of the Committee constituted to work out the structure for the UGC Courses and the Calendar for the UG Programmes:****

5:7:1(10)

NO:AC:88:2012:5:7:(i):(III)(c): This item is withdrawn.

*Reporting Items.*

(i) **Nomination of NEHU Representatives to the Governing Bodies of the Affiliated Colleges.**

NO:AC:88:2012:5:7:(ii):The Council considered the dispensation for nomination of NEHU Representatives to the Governing Bodies of the Affiliated Colleges vide resolution of the 73<sup>rd</sup> Academic Council, the Vice-Chancellor is authorized to nominate the teachers to such Governing Bodies and the Council **RESOLVED** to **ratify** the action taken by the Vice-Chancellor in nominating the same as follows:

Sl.No.	Name of the college	Name of the Representatives.
1.	Ampati Degree College West Garo Hills.	1.Prof. M. Momin 2.Dr. F.K. Marak
2.	Nongrum College Zekabari, West Garo Hills.	1.Dr. J. Prodhani 2.Dr. D. Ch. Marak
3.	Khrawsing Christian College, Mawngap, East Khasi Hills.	1. Prof. S. Dkhar 2. Dr. U.K. De
4.	METAS Adventist College Ranchi, Jharkand	1. Prof. P. Nongkynrih 2. Dr. R.A.J. Syngkon

The matter is placed before the Council for consideration.

**5 : 8 : 2 (1)**

**5 : 8 : OTHERS :**

- (ii). Placing the Department of Desk Top Publishing Tools & Multi Media In an appropriate School.**

The Department of Desk Top Publishing Tools & Multi Media was under the School of Humanities and Education. After re-organisation of School under Ordinance OA-4, the School of Humanities & Education was bifurcated to two School i.e. School of Humanities and School of Education.

The matter was placed before the 88<sup>th</sup> meeting of the Academic Council held On 21<sup>st</sup> June, 2012 and the Council RESOLVED that the Department will be placed Under the School of Economics Management & Information Science.

The matter is place before the Council for consideration.

**5:8:3(1)**

- (iii) Placing the Board of Studies for Professional Courses in Computer Science and Engineering (CSE) under an appropriate School.

The Chairman, Board of Studies in Professional Courses in Computer Science and Engineering (CSE) has submitted the decision of the Boards meeting held on 26.3.2012 for placement of the Board under an appropriate School, as the Board has not been placed under any School at Annexre 'A'.

The matter was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council RESOLVED that the Board will be placed under the School of Technology.

The matter is placed before the Council for consideration.



**NORTH Eastern Hill University**

**NEHU Campus, Shillong – 793 022 (Meghalaya)**

To

Dated 17<sup>th</sup> April, 2012

The Vice – Chancellor  
NEHU, Shillong.

Subject : Request for placing the Board of Studies for Professional Courses in Computer and Engineering (CSE ) under appropriate School.

Dear Sir,

The members of the the Board of Studies for Professional Courses in Computer Science and Engineering(CSE) in its meeting held on March 26, 2012 decided to request that the above Board be placed under an appropriate School. At present, the Board has not been placed under any School.

Hope, you will accommodate our request by giving your approval to place it as an agenda in the 88<sup>th</sup> meeting of the Academic Council.

Thanking you,

Yours sincerely,

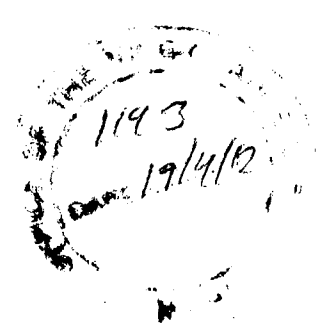
*P. Nongkynrih*

P. Nongkynrih  
Chairman( Board of studies for professional courses in CSE)  
Physics Department  
NEHU, Shillong

*AR (Conf.)  
for next Ac agenda.*

*[Signature]*

*Sel (Conf.)  
20/4/12*



(iv) Non-functioning of the Centre for Science Education

Prof.M.S.Bisht of the Centre for Science Education had submitted a Project Proposal entitled "Micropropagation of Some Commercially Important and Endemic Bamboos of North-East India for Aforestation, Conservation and Socio-Economic Development" to the University through the Head, Centre for Science Education. Prof.Man Mohan Singh, Head of the Centre for Science Education vide his letter at Annexure-1 has stated that he has no record of the appointment of Prof.M.S.Bisht, to whom he referred as "Professed Applicant". Prof.Man Mohan Singh also claimed that Prof.M.S.Bisht had never joined the Centre during the tenure of any legal Head.

According to Prof.Man Mohan Singh, the Project submitted by Prof.M.S.Bisht has nothing to do with the work of the Centre for Science Education and that there is no scope for any benefit to the Centre for Science Education. He also stated that the project will be a transgression into the domain of other Departments and disciplines.

He refused to forward the project to the funding agency, as according to him, doing so will violate the Statutes and perpetuate irregularities.

Comments of the University:

To call Prof.M.S.Bisht "Irregular Appointee" or "Purported Applicant" or "Professed Applicant" is uncalled for and amount to an insult to the Executive Council, which has duly approved the appointment of Prof.M.S.Bisht after due process of screening and selection was completed. As approved by the Executive Council vide Resolution No.EC:136:2009:6:1(i) on 25.3.2009 Prof. M.S.Bisht was appointed as Professor vide order No.F.17-

5:8:4(2)

255/Estt.II/2005-614 dated 31.3.2009. A copy of the appointment order was also endorsed to the Head, Centre for Science Education. Therefore his statement that the Centre has no record of the appointment of Prof.M.S.Bisht is false.

It is clear from his letter at Annexure-1 that Departmental Committee of the Centre for Science Education has not met as he claims that technical circumstances are yet to allow the same to be held. This is an admission on his part that one of the requirements for effective functioning of the Centre, namely, that departmental or faculty meeting should be held regularly, was not fulfilled. Ideally the Head of Centre for Science Education should have placed the Project Proposal of Prof. M.S.Bisht before the Departmental Committee of Centre for Science Education before coming to the conclusion that the proposal has nothing to do with the mandate or work of the Centre and that, there is no scope for any benefit to Science Education from the Project.

The University has informed the Legal Adviser about this development for apprising the Hon'ble High Court at the appropriate time.

The matter is placed before the Executive Council for its consideration.

पू० प० विवि० टिप्पणी

## NEHU NOTES

**Note: (FOR URGENT ATTENTION)**

CSE\2012\HEAD\NOTE\REG.DEAN.SOE\1206.024; Friday, 14 June 2012

Reference: Prof. M. S. Bisht, Let. No. F.-ACAD/MSB/2012-126 dated 13.06.2012; Research Project forward regarding.

**HEAD (CENTRE FOR SCIENCE EDUCATION)**

(Through proper channel)

To

The Registrar,  
Ex-officio Secretary,  
School of Education &  
School of Physical Sciences, NEHU, Shillong

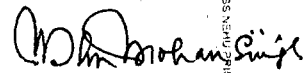
For kind attention, record and subject to the observations as following; to return the proposal or else refer onward to the Dean, School of Education; School of Physical Science; Vice Chancellor & EC for necessary attention:

**OBSERVATIONS:**

Notwithstanding the contravening Resolution EC No:EC:149:2011:4:(i) dated 25.11.2011 still in place: I am bound to abide by the Order of DB Hon'ble Gauhati High Court and thus begun to function as Head, CSE, without transfer of Charge from end of May, 2012.

1. I have no records of the appointment of the professed applicant. And he had never joined the Centre during any legal Head in place.
2. To the best of my recall and knowledge, His appointment has been challenged and after due consideration of the EC the same has been forwarded to the Visitor, His Excellency the President of India for annulment. The matter is sub-ju-dice.
3. More over most important fact is that neither the purported applicant nor his project has anything to do with the mandate or the work of the Centre; and there is no scope for any benefit of suggested Research in Science Education at all. At the same time it would amount to transgressing into the domain of the other Departments and Disciplines.
4. Any action to forward any document of such an irregular appointee would mean violation of statutory schedule as well as perpetuating infirmities and irregularities.

Therefore in my capacity as Head of the Centre bound to statutory schedule and the mandate the proposal in question cannot be considered for onward forwarding and may be returned to the Researcher. However the matter will be placed before the Department committee as and when technical circumstances allow. In the meanwhile if deemed fit the matter can be referred to the Deans, the VC & EC (appropriate authority) for attention and direction, if any.



MAN MOHAN SINGH

**REGISTRAR**

Copy in advance (For contingency of delay through proper channel) for kind attention to:

1. The Vice Chancellor,
2. Deans School of Education & Physical Sciences.
3. The Finance Officer, NEHU, Shillong.
4. Administrative in-charge, NDVN (VSAT) facility, NEHU, Shillong.

4378  
13.6.12



**6:1:1(1)**

**6: - ADMINISTRATIVE MATTERS:**

**6:1: - Selection Committee:**

- (i) Recommendation of the Screening Committee for promotion of teachers from stage 2-3 and 1-2 under Career Advancement Scheme as per New Regulation.

The Screening Committee met on 20.6.2012 to assess the suitability of the teachers for promotion from stage 2-3 and 1-2 under Career Advancement Scheme as per New Regulation.

The details of cases considered by the Committee may be read as under:

Sl.No	Name of the candidate	Name of the department	Recommended for (w.e.f)
1.	Dr. S.N.Rahman	History	
2.	Dr. Atanu Bhattacharjee	Biotechnology & Bioinformatics	
3.	Dr. S.Majaw	Biotechnology & Bioinformatics	
4.	Dr. Suparna Bhattacharjee	Political Science	
5.	Dr. Binu Mathew	Rural Development & Agri Production	
6.	Shri A.K.Maji	Information Technology	

The recommendation will be placed by the Chair.

The matter is placed before the Council for consideration.

**6:1:2 (1)**

**(ii). Guidelines for short listing applicants to be called for interview for Teaching position in the University.**

In order to maintain uniformity in screening of applications for teaching positions in the University, a proposed guidelines has been formulated and placed at Annexure 'A'.

The matter was placed before the 88<sup>th</sup> meeting of the Academic Council held on 21<sup>st</sup> June, 2012 and the Council RESOLVED to approve the same.

The matter is submitted before the Council for deliberation and consideration.

## Guidelines for Short-listing Applicants to be called for Interview for teaching positions in the University

### 1. Introduction:

Applications submitted by candidates who do not satisfy the minimum eligibility criteria as advertised, shall be rejected.

Marks will be allotted to each of the otherwise eligible candidates using the following guidelines. The final marks obtained by the candidates will be used to rank them for short-listing.

### Academic Career:

Career is classified under the following categories:

Cat. I : [Marks  $\geq$  60%] or [CGPA  $\geq$  6.5 on 10 point Grade Scale]

Cat II : [Marks  $\geq$  45% but < 60%] or [CGPA  $\geq$  5.0 but < 6.5 on 10 point Grade Scale]

Note: For PG Degree, Cat-II must be  $\geq$  55% for General and 50% for SC/ST/Persons-with-disabilities.

Cat III : [Marks < 45%] or [CGPA < 5.0 on 10 point Grade Scale]

Note: (1) A candidate will be rejected if he/she has Cat-III in UG or he/she has Cat-III in both High School and Intermediate.

Note: (2) CGPA only will be considered in cases where the mark-sheet (transcript) provides CGPA.

### 2. Marks Allotted to Each Category:

Sl. No.	Certificate	Cat-I	Cat-II	Cat-III
1	High School + Intermediate	10 + 10	5 + 5	0 + 0
	or			
	Higher Secondary (only)	20	10	0
2	Undergraduate	15	10	-
3	Post-Graduate*	20	15	-
4	PhD/DPhil	20		
5	JRF (on the basis of a nationally conducted test)	25		
	or			
	NET/SLET	20		
	or			
	National Doctorate Fellowship awarded by AICTE and other Fellowships awarded by National Level Agencies for pursuing PhD	15		
* If marks/grade points are not awarded in the PG course [e.g. MD/MS(Ay)], 20 points will be awarded.				

**Notes:**

- (1). If a candidate has UG/PG/PhD degrees in more than one subject, only the data for the relevant subject will be considered.
- (2). Candidates will be awarded marks for only one out of NET/JRF, NET/SLET and National Doctoral Fellowship, whichever is higher.
- (3). In case has qualified NET/SLET and has been awarded a JRF through a Nationally conducted test as well, marks will be given for JRF only.

**3. Research and Academic Contributions:****(A) (As per Category-III of UGC Regulations 2010).**

For the post of Assistant Professor no marks shall be awarded for Clauses III(C)- Research Projects and III(D)- Research Guidance of the Category-III of UGC Regulations 2010.

**Calculation of Short-listing Scores:**

$$(i) \text{ For Assistant Professor } *: \left\{ \left( \frac{\text{Total Score for Academic Record}}{4} \right) + \left( \frac{x_i}{x_{\max}} \times 25 \right) \right\};$$

\* Note: In case of Assistant Professor, if  $x_i$  or  $x_{\max}$  is higher than 100, then in that case  $x_i$  or  $x_{\max}$  (whichever exceeds 100) will be capped at 100. In other words, if  $(x_i > 100 \text{ or } x_{\max} > 100)$  then  $x_i \leftarrow 100$ ,  $x_{\max} \leftarrow 100$ .

$$(ii) \text{ For Associate Professor: } \left\{ \left( \frac{\text{Total Score for Academic Record}}{5} \right) + \left( \frac{x_i}{x_{\max}} \times 40 \right) \right\};$$

$$(iii) \text{ For Professor: } \left\{ \left( \frac{\text{Total Score for Academic Record}}{5} \right) + \left( \frac{x_i}{x_{\max}} \times 40 \right) \right\};$$

Where,

$x_i$  = Score obtained for Academic & Research Contributions by an individual candidate in a group of candidates who applied against a post;

$x_{\max}$  = Highest score obtained for Academic & Research Contributions by an individual candidate in the group. For example, if there are three candidates (who make a group) with their score 78, 81, and 69 respectively, then  $x_{\max} = \max(78, 81, 69) = 81$ .

6:12(4)

**CATEGORY III: Research, Publications and Academic Contributions**

Sl. No.	APIs	Engineering/Agriculture/ Veterinary Science/Sciences/Medical Sciences	Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Management	Maximum Points
IIIA	Research Papers published in:	Refereed Journals *	Refereed Journals *	15/ publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10/ publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10/ publication
IIIB	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50/ sole author  30/ edited book  10/ chapter in edited book
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25/ sole author,  15/ edited book  5/ chapter in edited book
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15/ sole author,  9/ edited book  3/ chapter in edited book
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10/ chapter
		Chapters in knowledge based volumes by	Chapters in knowledge based volumes by	5/ chapter

6:12(57)

		Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	
IIIC	RESEARCH PROJECTS			
IIIC(i)	Sponsored Projects carried out/ ongoing	Major Projects	Major Projects	20/ project
		Minor Projects	Minor Projects	10/ project
IIIC(ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.10.00 lakh	Amount mobilized with minimum of Rs.2.00 lakh	10/ Rs.10.0 lakhs and Rs.2.0 lakhs, respectively
IIIC(iii)	Completed projects : Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project Report (Acceptance from funding agency)	20 /each major project and 10 / each minor project
IIIC(iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 /each for International level
IIID	RESEARCH GUIDANCE			
IIID(i)	M.Phil.	Degree awarded only	Degree awarded only	3/ candidate
IIID(ii)	Ph.D.	Degree awarded	Degree awarded	15/ candidate
		Thesis submitted	Thesis submitted	10/ candidate
		Scholars registered	Scholars registered	5/ candidate
IIIE	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
IIIE(i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20/ each
		(b) One week duration	(b) One week duration	10/ each

6:12(6)

	Programmes (Max: 30 points)			
III E(ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
		a) International conference	a) International conference	10/ each
		b) National	b) National	7.5/ each
		c) Regional/State level	c) Regional/State level	5/ each
		d) Local – University/College level	d) Local – University/College level	3/ each
III E(iv)	Invited lectures or presentations for conferences/ Symposia	(a) International	(a) International	10/ each
		(b) National level	(b) National level	5/ each

\*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points. \*\* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

#### Notes.

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

6: - **ADMINISTRATIVE MATTERS:**

6:2: - **Appointment/Creation/Up-gradation of post/  
Confirmation/Extension/Option/Transfer/Release  
/Termination etc:**

(iii) Appointment of Head, Department of Mathematics.

Prof. S.S.Khare was appointed as Head, Department of Mathematics w.e.f. 04.03.2011(FN) till date of his superannuation. Prof. Khare retired from the service of NEHU on 30.04.2012(AN).

Pending decision of the Executive Council, Dr. P.K.Saikia, Associate Professor was requested to look after the office of the Head from 01.05.2012 till the appointment of regular Head of the Department is considered, but Dr. Saikia has communicated (Annexure –A) that due to some personal reasons, he is unable to look after the officer of the Head of the Department.

In view of the above, Prof. H.K.Mukherjee, Dean, School of Physical Sciences, NEHU has been requested (Annexure-B) to look after the office of the Head from 01.05.2012 till the appointment of regular Head of the Department is considered by the Executive Council.

Meanwhile, there are 3(three) Professors namely (1) Dr. M.Ansari (2) Dr.A.K.Das and (3) Dr. K.K.Singh have been appointed in the Department of Mathematics.

In view of the aforesaid appointments and in consideration of the faculty members available in the Department as listed below, the Vice-Chancellor recommends the name of Prof. M.Ansari for appointment as next Head of the Department for a period of 3 years from the date of assuming the change of the office of the Head.

<u>Sl.No.</u>	<u>Name/Designation</u>	<u>D.O.J. as Prof.</u>	<u>D.O.Supn.</u>	<u>Remarks</u>
1.	Prof. H.K.Mukherjee	07.12.1995	30.06.16	Present Dean,SPS Wef.31.01.11 to 31.01.2014.

<u>Sl.No.</u>	<u>Name/Designation</u>	<u>DOJ as Reader.</u>	<u>DOJ as Aso.Prof.</u>	<u>DOJ as Prof.</u>	<u>Remarks</u>
2.	Dr.M.Ansari	01.01.91	01.01.2006	08.06.12(AN)	-
3.	Dr. K.K.Singh	19.09.96	01.01.2006	12.06.12(FN)	-
4.	Dr.A.K.Das	10.04.02	01.01.2006	08.06.12(AN)	-

The matter is submitted before the Council for consideration.

Date 30.04.2012

The Vice Chancellor  
North-Eastern Hill University  
Shillong - 22, Meghalaya.

NO. 315

Dear Sir,

With reference to the letter no. F. 5-5/(XV)/Estt-II/85/-2817, dated 25<sup>th</sup> April'2012, from Asstt. Registrar (Estt-II), I would like to inform you that due to some personal reasons, it is not possible for me to look after the office of the Head of Mathematics Department.

I am sorry for any inconvenience that my refusal may cause.

Yours sincerely

-(P. K. Saikia)

Associate Professor  
NEHU, Shillong - 22

Copy to:

1. Asst. Registrar (Estt- II), NEHU, Shillong -22, Meghalaya.
2. Head, Department of Mathematics, NEHU, Shillong - 22, Meghalaya.

DR (Estt-II)  
 Pl. ask Dean,  
 SPS to look after  
 the Headship of  
 Maths or He may  
 suggest a faculty member  
 for the Dept.



All set 17  
 2  
 30/4  
 30/4

6:2:3(3)

Annexure - 'B'

(126)



पूवोत्तर पर्वतीय विश्वविद्यालय

पू. प. विवि. परिसर, शिलांग-७९३०२२ (मेघालय)

**North-Eastern Hill University**

NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :

Grams : NEHU

No.F.5-5/(XV)/Estt-II/Estt-II/85/- 2831

Dated 30<sup>th</sup> April, 2012

To  
The Dean,  
School of Physical Sciences,  
NEHU, Shillong.

Sir,

As you are aware, Prof.S.S.Khare is superannuating from the service of the University on 30.04.2012 and hence shall also relinquish the charge of the Office of the Head, Deptt. of Mathematics.

In view of the above, the Vice-Chancellor desires you to look after the office of the Head, Deptt. of Mathematics from 01.05.2012 till the appointment of regular Head of the Department is considered by the Executive Council or you may suggest a faculty member from the Department for the purpose.

Yours faithfully,

(H. Lyngdoh)

Asstt. Registrar (Estt-II)

Copy to :

Prof.S.S.Khare, Deptt. of Mathematics, NEHU – for information & necessary action.

Asstt. Registrar (Estt-II)

ok

**6:2:4(1)**

(iv) Appointment of Head, Department of English(Shillong).

Dr. M.M.Mazumdar will complete her term of Headship in the Department of English(Shillong Campus) on 31.07.2012.

At. Present, there are 2(two) Professors available in the Department of English(Shillong Campus) and their position are listed as under:

<u>Sl.No.</u>	<u>Name</u>	<u>Date of Joining</u>	<u>Date of Joining</u>	<u>Headship held earlier</u>
1.	Prof.(Mrs) Esther Syiem	07.07.2006	31.10.23	01.12.05 to 30.11.08
2.	Prof. M.M.Mazumdar	05.05.08	30.11.26	<b>Present Head</b>

In order to consider appointment of next Head of the Department under Statute-7(1) of the NEHU Act 1973, the Vice-Chancellor recommends the name of **Prof. (Mrs) E.Syiem** to be appointed as next Head of the Department for a period of 3 (three) years **w.e.f.01.08.12(FN)**

The matter is submitted before the Council for consideration.

**6:2:5(1)**

- (v) Voluntary Retirement of Dr. A.C.Dubey, former Reder, Department of Economics, NEHU, Shillong.

Dr. A.C.Dubey, former Reder, Department of Economics had submitted his Technical Resignation w.e.f.31.07.2007(AN) (Annexure-'A') and the Executive Council in its 149<sup>th</sup> meeting has considered to accept the same vide its resolution No:EC:149:2011:6:2(xv): (Annexure –'B')

Now, Dr. A.C.Dubey has submitted an application (Annexure-'C') requesting the University to reconsider his Technicl Resignation as request for Voluntary Retirement w.e.f. 31.07.2007 (AN) so as to facilitate him to get monthly pension and other retirement benefits.

The matter is submitted before the Council for consideration.

6.2.5(2)

ANNEXURE - 'A'

338



जवाहरलाल नेहरू विश्वविद्यालय  
JAWAHARLAL NEHRU UNIVERSITY  
Centre for the Study of Regional Development  
School of Social Sciences  
New Delhi-110067

Amaresh Dubey  
Professor of Economics

Registrar

June 21, 2011

The Vice-Chancellor  
North-Eastern Hill University  
Shillong - 793 022

Subject: Technical Resignation and settlement of pro-rata pensionary benefits

Sir,

I served the North-Eastern Hill University from June 1, 1987 to July 31, 2007. I had moved on deputation from the University to the National Council of Applied Economic Research (NCAER), New Delhi, from August 1, 2005 to July 31, 2007. At the end of the deputation period my services were absorbed at NCAER. Subsequently, I moved to Jawaharlal Nehru University in New Delhi where I am serving currently as Professor.

I, hereby, tender my Technical Resignation in the North-Eastern Hill University, Shillong. *w.e.f.* 31st July (AN), 2007.

Further, as I have resigned from services in NCAER and moved to Jawaharlal Nehru University, New Delhi, I would like that the pro-rata pensionary benefits payable to me for the services rendered in NEHU may kindly be paid to me in cash.

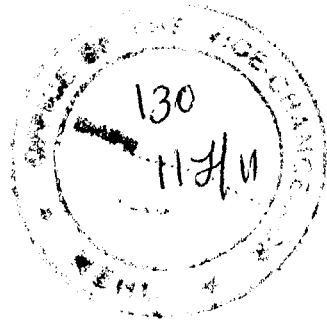
Thanking you

Sincerely,

*Amaresh Dubey*

(Amaresh Dubey)  
e-mail: [amareshdubey@mail.jnu.ac.in](mailto:amareshdubey@mail.jnu.ac.in)  
Phone: +91 11 2670 4469

*Soc. Sci. P. Dubey*  
*4/7/11*  
*S.T. P. Dubey*  
1280  
Office of The Registrar  
Regn No. 3388  
Date 4/7/11  
North Eastern Hill University, Shillong



*H3*  
*5/9/11*

6:2:5(3)

ANNEXURE - 'B'

244

(xv) **Technical Resignation of Dr. A.C. Dubey, former Reader,  
Department of Economics, NEHU, Shillong.**

**NO:EC:149:2011:6:2: (xv):** The Council considered the technical resignation of Dr. A.C. Dubey, former Reader, Department of Economics, NEHU, Shillong and **RESOLVED** to accept the same w.e.f. 31.7.2007(A.N.)

6.2.15(4)

ANNEXURE - C



जवाहरलाल नेहरू विश्वविद्यालय  
JAWAHARLAL NEHRU UNIVERSITY  
Centre for the Study of Regional Development  
School of Social Sciences  
New Delhi-110067

Amaresh Dubey  
Professor of Economics

June 14, 2012

POC-21/12/12  
14/6/12

The Chairman  
Executive Council  
North-Eastern Hill University  
Shillong - 793 022

~~DR (EST-11)~~  
For Placement in EC  
CD  
14/6/12

Sir,

I had submitted my Technical Resignation to NEHU on June 21, 2011 and requested for pro-rata benefits to be settled by the University.

However, now I would like to request the University to reconsider my Technical Resignation as request for Voluntary Retirement with effect from 31st July 2007 (AN) since I have completed 20 years of qualifying service as required for voluntary retirement. This will facilitate me to get my monthly pension and other retirement benefits as well.

Thanking you

Sincerely,

(Amaresh Dubey)

e-mail: [amareshdubey@mail.jnu.ac.in](mailto:amareshdubey@mail.jnu.ac.in)

Phone: +91 11 2670 4469

6:2:6 (1)

(vi) **Appointment of Shri Gino Sangma as Proctor Tura Campus.**

Statute 9 of NEHU Act, 1973 provides "that Every Proctor shall be appointed by the Executive Council on the recommendation of the Vice- Chancellor and shall exercise such powers and perform such duties as may be assigned to him by the Vice Chancellor".

Keeping the requirements of Tura Campus for maintenance & proper conduct of security in view, the Vice-Chancellor, in consultation with the Pro- Vice- Chancellor Tura Campus, recommends that Shri Gino A.Sangma (newly appointed as Asst. Professor in the Department of Agri-Business Management & Food technology) may be appointed as Proctor, Tura Campus for a period of two years from the day he assumes the charge of the Proctor

The matter is submitted before the Council for consideration.

6:3: - Leave/Deputation:

- (ii) Deferment of period of Sabbatical Leave in respect of Prof. P.N.Pandita, Department of Physics.

On the recommendation of the School Board, the Executive Council in its 149<sup>th</sup> meeting held on 25.04.2011 ( vide Resolution No:EC:149:2011:6:3:(i) ) resolved to approve the Sabbatical Leave in respect of Prof.P.N.Pandita, Deptt. of Physics, NEHU, Shillong for a period of 5 months with effect from 19<sup>th</sup> July 2012 subject to verification of his eligibility according to the provision of Sabbatical Leave by the Office. If eligible, the Council authorised the Chairman to grant Sabbatical Leave to Prof.Pandita.

On verification of his eligibility according to the provision of Sabbatical Leave, Prof.Pandita has been granted Sabbatical Leave for a period of 5 months with effect from 19.07.2012. A copy of the relevant order issued may be seen vide Annexure A.

Prof.Pandita, vide his letter dated 5<sup>th</sup> June 2012 (Annexure-B), has requested the University to allow him to go on sabbatical leave from 19<sup>th</sup> February 2013 to 19<sup>th</sup> July 2013 (for a period of 5 months) instead of 19<sup>th</sup> July 2012 to 18<sup>th</sup> December 2012 due to unavoidable circumstances. His case has duly been considered and recommended by the Dean, School of Physical Sciences on the body of the letter dated 5<sup>th</sup> June 2012.

The provision of Sabbatical Leave, among others, provides that a teacher who avails Sabbatical Leave must serve the University for an equivalent period on return to the duty in the University. In the instant case Prof.Pandita fulfils this condition since he will superannuate on 31.12.2013.

In view of the above, the Council may like to consider the request of Prof.Pandita and allow him to go on Sabbatical Leave with effect from 19<sup>th</sup> February 2013 to 19<sup>th</sup> July 2013.

The matter is placed before the Council for consideration.

61312(2)

Annexure - 'A'



पूवोत्तर पर्वतीय विश्वविद्यालय  
पू. प. विवि. परिसर, शिल्लोंग-७९३०२२ (मेघालय)

**North-Eastern Hill University**

NEHU Campus, Shillong - 793 022 (Meghalaya)

NO.F.17-175 /Estt-II/2001/2549

Phone :  
Grams : NEHU

Dated <sup>2</sup> February, 2012.

## ORDER

Pursuant to the Resolution No EC:149:2011:6:3:(i) adopted by the Executive Council in its 149<sup>th</sup> meeting held on 25<sup>th</sup> November, 2011 and on verification of eligibility conditions, the Vice-Chancellor is pleased to grant Sabbatical Leave to Prof.P.N.Pandita, Department of Physics NEHU, Shillong for a period of 5(five) months w.e.f. 19.07.2012.

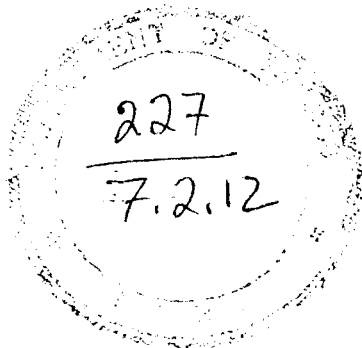
Prof. P.N.Pandita is required to execute bond before availing the leave in term of the relevant Ordinance and to comply with the requirements set therein.

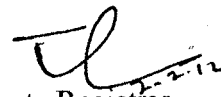
Certified that Prof. P.N.Pandita would have continued to hold the same post but for his proceeding for the aforesaid leave.

  
Deputy Registrar  
Establishment - II.

Copy to:

1. Prof. P.N.Pandita, Department of Physic NEHU Shillong for information and necessary action. On his return from leave, he shall have to report to the University the nature of studies, research and other academic activities undertaken during the period of leave.
2. The Finance Officer, NEHU, Shillong
3. The Dean School of Physical Sciences, NEHU, Shillong.
4. The Head, Department of Physics NEHU, Shillong.
5. The Assistant Registrar (Finance-Salary) NEHU Shillong for information and necessary action.
6. The Section Officer, Salary, NEHU, Shillong.
7. Personal File.



  
Deputy Registrar  
Establishment - II.

6.3.12(3)

Annexure - B' (289)

North Eastern Hill University  
Department of Physics

Umshing - Mawkyntroh, Shillong 793 022, India

P. N. Pandita  
Professor

Email: ppandita@nehu.ac.in  
Tel.: +[91] - 364 - 2722823  
Fax: +[91] - 364 - 2550076

*Area 418/816  
7/6/12  
SQ  
DR (Estt II)  
PI process as per rules.  
7/6/12*

The Vice Chancellor  
North Eastern Hill University  
Shillong

Subject: Sabbatical Leave

Ref.: No. F.17-175/Estt-II/2001/2599 dated 2nd February, 2012

(Through Head of Department and the Dean, School Board of Physical Sciences)

Dear Sir,

I had applied for sabbatical leave for five months for the period 19th July 2012 - December 18, 2012. The leave was sanctioned in accordance with the letter quoted above (copy enclosed).

Due to circumstances beyond control, I now plan to take this sabbatical leave for five months for the period 19th February, 2013 to 19th July, 2013.

During this period I plan to further extend my ongoing research in the light of the recent results from the Large Hadron Collider (LHC). These results from the LHC are of direct relevance to my research work. I, therefore, propose to take sabbatical leave for a period of five months to pursue research work in the area and to increase my proficiency in the subject, and also plan to write a monograph based on my research work.

I am, therefore, writing this letter to request you to kindly allow me to change the dates of the sabbatical leave, already sanctioned, to the period 19th February, 2013 - 19th July, 2013 (a period of five months). I am enclosing herewith a copy of the programme that I will carry out during my sabbatical leave.

I may mention here that I have not availed of sabbatical leave during my tenure in this University, and I satisfy all the rules for sanction of the sabbatical leave.

With regards,

*Forwarded*  
*B. Jyoti*

Prof. & H.O.  
Physics Department  
N.E.H.U., Shillong - 788 022

*Since the original application for sabbatical leave has been approved by the school Board, I recommend the case for approval of the University.*

Yours sincerely,

*[Signature]*  
(P. N. Pandita)  
7/6/12

Encls.: a. a.

Dean  
School of Physical Sciences  
North-Eastern Hill University  
Shillong - 793 022

**6:6:2(1)**

**6:6: - Service condition/Financial & Other benefits:**

- (i) Payment of Hospitalization reimbursement claims to NEHU pensioners.

As directed by the Executive Council in its 149<sup>th</sup> meeting held on 25.11.2011 vide resolution No:EC:149:2011:4:(iii), a comprehensive agenda note was placed before the Finance Committee in its 63<sup>rd</sup> meeting held on 16.06.2012 for consideration to allow hospitalization re-imbsement claims to pensioners. The agenda as placed before the Finance Committee is placed at Annexure 'A' for perusal of the Council.

The decision of the Finance Committee is reproduced below:

**"Item No.5: Payment of Hospitalization reimbursement claims to NEHU pensioners.**

**The issue was discussed and the Committee recommended that the matter be taken to the Executive Coucil. The Committee also recommended that the case be referred to UGC and MHRD for clarification with reference to UGC letter No.25-8/2007(CU dated 23/6/2008.**

**The Chairman desired that UGC and MHRD be requested to issue necessary clarification expeditiously."**

The matter is place before the Council for consideration.

Sub: Pensioners of NEHU : Medical Hospitalisation reimbursement claims.

Employees of NEHU are covered under the CS (MA) Rules 1944 for medical facilities. For serving employees, there is no problem whatsoever in respect of both OPD treatment and indoor treatment as they are comprehensively covered under the CS (MA) Rules. However, the only medical facility presently available to retired employees of NEHU is the fixed Medical Allowance of Rs. 300/- monthly in accordance with Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioner's Welfare) O.M. No.4/25/2008-P&W(D) dated 26/05/2010. Indoor treatment reimbursement facility has not been extended to Pensioners.

Feasibility of extending Indoor treatment reimbursement facility to NEHU Pensioner's has been under consideration of the University. Matter has been examined with reference to Government of India Orders, CS(MA) Rules and UGC Circulars.

Ministry of Health & Family Welfare O.M. No. S-14025/4/96-MS dated 05/06/1998 clarified that the Pensioners should not be deprived of medical facilities from the Government in their old age and they have no objection to extension of the CS(MA) Rules to the Central Government Pensioner's residing in

Wah.

non CGHS areas. This has been reiterated by UGC vide No. F.No.25-8/2007(CU) dated 23/06/2008.

The ibid O.M. stipulates the following:

- (i) Pensioners could be given a one-time option at the time of their retirement for medical coverage under CGHS or under the CS(MA) Rules.
- (ii) Pensioners opting for CGHS facilities would have to get themselves registered in the nearest CGHS city for availing of hospitalization facilities. In such cases, reimbursement claims would be processed by CGHS authorities of the concerned city.
- (iii) In case of Pensioners opting for facilities under CS(MA) Rules, the responsibility of administering CS(MA) Rules should be done by respective Ministries /Departments as in the case of serving employees. List of AMAs would be decided by Departments and Pensioners would be entitled to avail of hospitalisation facilities as provided in CS(MA) Rules. Reimbursement claims of hospitalisation cases would be processed and paid by parent organization as in the case of serving employees.

2h.

Accordingly, the following medical facilities for Pensioners of NEHU, both teaching and non-teaching, are suggested:

1. A one time option may be given to Pensioners for medical coverage either under CGHS or the CS(MA) Rules.
2. Same option may be given to employees going on retirement in future.

In case of Pensioners opting for CGHS facilities:

- i) Must get themselves registered with the CGHS.
- ii) Must pay admission fee as stipulated in CGHS Rules.
- iii) Must pay subscription fee as stipulated in CGHS Rules.
- iv) Will get Fixed Medical Allowance of Rs. 300/- monthly if residing in areas not covered by CGHS in lieu of outdoor facilities from nearest CGHS dispensary. However, Pensioners residing in places where CGHS facilities are available cannot opt for Fixed Medical Allowance in lieu of out door facilities.
- v) Can avail Indoor hospitalisation facilities from hospitals recognized under CGHS in the area or from nearest CGHS covered city. Reimbursement claims would be processed by concerned CGHS authorities.

Wh.

In case of Pensioners opting for CS(MA) Rules 1944:

- (i) CS(MA) Rules have no provisions for contribution/subscription by beneficiaries. Hence, either of the options below may be considered:
  - (a) Need not pay subscription.
  - (b) May pay subscription at par with CGHS rates for Pensioners.
- (ii) Since outdoor treatment facilities are not available under CS(MA) Rules, they will get monthly Fixed Medical Allowances of Rs. 300/- in lieu of outdoor facilities for meeting day to day medical expenses that do not require hospitalisation.
- (iii) In addition, Pensioners will be entitled to hospitalisation facilities as provided in CS(MA) Rules. Hospitalisation reimbursement claims would be processed and paid by NEHU at par with serving employees.

Vel.

E: 6: 2 (6)

Considering that NEHU Pensioners are residing throughout the country, a uniform policy in accordance with provisions of CS(MA) Rules must be followed:

1. Pensioners can avail treatment in following hospitals:

- (a) Any Central Government Hospital;
- (b) Any State Government Hospital;
- (c) Hospital recognized by State Government/CGHS Rules/CS(MA) Rules.
- (d) Hospitals fully funded by Central Government/State Government.

2. Doctors for consultation :

- (a) Medical Officers under the employment of Central Government.
- (b) Medical Officers under the employment of State Government or Union Territory.

NOTE: Private Medical Practitioners as AMAs need not be appointed in view of scattered nature of NEHU Pensioners.

3. Medical advance will not be available.

4. Travelling Allowance will not be available.

5. Facility will not be available to Pensioners residing abroad.

6. Facility will be available to Pensioner or Family Pensioner only.

Velh.

6:6:2(7)

7. Reimbursement claims must be preferred within three months from the date of completion of treatment as shown in Essentiality Certificate "B" issued by the Medical Officer.
8. Reimbursement will be subject to admissibility and rates fixed by the Government under the CS(MA) Rules/CGHS Rules, or the actual expenditure incurred, whichever is less.
9. In emergent cases involving accidents, serious nature of disease etc. patient may be admitted in a private hospital in case no Government or recognized hospital is available nearer than the Private Hospital. Such reimbursement claims will be decided on the merits of each case. Reimbursement will be within ceilings prescribed in Appendix-VIII to CS(MA) Rules.
10. Following documents should be submitted in original for processing reimbursement claims:
  - (i) Application.
  - (ii) Med. 97 Form.
  - (iii) Copy of referral by competent/authorised Doctor.
  - (iv) Essentiality Certificate "B" duly filled in, signed by treating Doctor and countersigned by the Medical Superintendent of the Hospital.

vel.

6262(8)

- (v) Hospital bills, receipts, vouchers stamped and signed/countersigned by the Medical Officer.
- (vi) Prescription.
- (vii) Medical Treatment Sheet.

11. Notwithstanding the provisions above, all reimbursement claims shall be dealt in accordance with provisions of the CS(MA) Rules 1944 and Government of India orders issued in this respect from time to time.

W.

**(iii) Fixation of pay in respect of Junior Engineer on grant of  
First Financial Upgradation (FFU)**

➤ The following Junior Engineers (J.Es), on their appointment, joined the University and they were granted upgradations on completion of 5(five) years of regular service as J.E. as per CPWD norms on due recommendation of the DPC as may be seen from Annexure-I-III in respect of some of the JEs, prior to implementation of ACP Scheme in the University, effective from 9.8.1999, as per details given below:

Sl. No	Name	Dt. of joining	Scale of pay	Upgradation in the scale of pay on completion of 5 (five) yrs of regular service	Effective date
1	Shri. N.I. Barbhuyan	09.12.85	Rs.1400-2300/- (4 <sup>th</sup> CPC) replaced by Rs.5000-8000/- (5 <sup>th</sup> CPC)	Rs.1640-2900/- (4 <sup>th</sup> CPC) Rs.5500-9000/- (5 <sup>th</sup> CPC)	09.12.90
2	Shri. S.K. Rathaur	04.03.86	-do-	-do-	04.03.91
3	Shri. B. Sheikh	29.08.86	-do-	-do-	29.08.91
4	Shri. K. Biswas	01.06.89	-do-	-do-	01.06.94
5	Shri. J. Kalita	09.06.89	-do-	-do-	09.06.94
6	Shri. L.K. Rathaur	26.02.90 <i>(Work charged treated as regular service followed by regular appt. w.e.f. 6.1.99)</i>	-do-	-do-	26.02.95
7	Shri. M. Bhattacharjee	20.08.91	-do-	-do-	20.08.96
8	Shri. M.S. Ciddiki	29.08.91	-do-	-do-	29.08.96

- However, with the introduction of ACP Scheme, effective from 09.08.99, the First Financial Upgradation (FFU) on completion of 12 years of regular service was found to be admissible to the J.E.'s in the higher scale of pay of Rs.6500-10500/-, and therefore, the J.E.'s were accordingly granted the FFU in the said scale of pay of Rs. 6500-10500/- (Annexure-IV & V) on completion of 12 years of regular service as per details given below, treating the earlier upgradation granted in the scale of Rs. 5500-9000/-, on completion 5 years of regular service as null and void for the purpose of pay fixation in the aforesaid FFU scale of Rs. 6500-10500/-

Sl. No	Name	Dt. of joining	Scale of pay	Grant of First Financial Upgradation (FFU) on completion 12 years of regular service.	Effective date
1	Shri. N.I. Barbhuyan	09.12.85	Rs.1400-2300/- (4 <sup>th</sup> CPC) replaced by Rs.5000-8000/- (5 <sup>th</sup> CPC)	Rs.6500-10500/- (5 <sup>th</sup> CPC)	09.08.99
2	Shri. S.K. Rathaur	04.03.86	-do-	-do-	09.08.99
3	Shri. B. Sheikh	29.08.86	-do-	-do-	09.08.99
4	Shri. K. Biswas	01.06.89	-do-	-do-	01.06.2001
5	Shri. J. Kalita	09.06.89	-do-	-do-	09.06.2001
6	Shri. L.K. Rathaur	26.02.90 (Work charged treated as regular service followed by regular apptt. w.e.f. 6.1.99)	-do-	-do-	26.02.2002
7	Shri. M. Bhattacharjee	20.08.91	-do-	-do-	20.08.2003
8	Shri. M.S. Ciddiki	29.08.91	-do-	-do-	16.11.2003

- Since, the above FFU in the scale of pay of Rs.6500-10500/- has been granted, treating the earlier upgradation granted in the scale of Rs. 5500-9000/-, on completion 5 years of regular service as null and void, the fixation of pay on grant of the said FFU is required to be made with reference to the substantive core scale of pay of Rs.5000-8000/- and not with reference to the earlier upgraded scale of pay of Rs. 5500-9000/-. In the process, the above incumbents are found to suffer a monetary loss in basic pay as on the date of grant of the aforesaid FFU as per details given below:-

Sl. No	Name	Effective dt. of FFU(ACP)	Pay fixed in the FFU scale of pay Rs.6500-200-10500/- with ref. to pay scale of Rs.5000-150-8000/-	Basic pay actually drawn in the scale of pay scale of Rs.5500-175-9000/- as on the dt. of grant of FFU.	Monetary loss in the Basic Pay as on the dt. of grant of FFU.
1	2	3	4	5	6
1	Shri. N.I. Barbhuyan	09.08.1999	Rs. 6500/-	Rs. 6550/-	Rs. 50/-
2	Shri. S.K. Rathaur	09.08.1999	Rs. 6500/-	Rs. 6550/-	Rs. 50/-
3	Shri. B. Shaikh	09.08.1999	Rs. 6500/-	Rs. 6550/-	Rs. 50/-
4	Shri. K. Biswas	01.06.2001	Rs. 6500/-	Rs. 6550/-	Rs. 50/-
5	Shri. J. Kalita	09.06.2001	Rs. 6500/-	Rs. 6550/-	Rs. 50/-
6	Shri. L.K. Rathaur	26.02.2002	Rs. 6500/-	Rs. 6725/-	Rs. 225/-
7	Shri. M. Bhattacharjee	20.08.2003	Rs. 6500/-	Rs. 6725/-	Rs. 225/-
8	Shri. M. S. Ciddiki	16.11.2003	Rs. 6500/-	Rs. 6725/-	Rs. 225/-

- Para. 9 (VIII) of the UGC guidelines on settlement and implementation ACP Scheme of 09.08.99 for the non-teaching employees as received vide letter No.F.41-5/2003(JCRC) dated: 14.07.2010 provides as reproduced here under:-

***“ 9(VIII); If an employee had already been granted more than two financial upgradations, whether under OTUM or any other Scheme, as on 8<sup>th</sup> April, 1998, the additional financial upgradation given shall stand withdrawn with effect from***

*8<sup>th</sup> April, 1998 and his pay would be fixed at the appropriate stage in the appropriate relevant pay-scale as if he had been given only two financial upgradations. However, the pay he was drawing as on 8<sup>th</sup> April, 1998 shall be protected by allowing the difference between the pay as may be fixed at the appropriate stage in the relevant approved pay-scale and the pay he had been drawing as on 8<sup>th</sup> April, 1998 as personal pay to be adjusted against future increments" (Annexure-VI & VII).*

- Taking recourse to the above provision of the UGC guidelines, it is suggested that the above mentioned monetary loss in the Basic Pay suffered by the above incumbents as on the date of grant of FFU shown above may be allowed as personal pay to be adjusted against future increments so that they do not suffer a loss in the actual pay drawn by them.

*The matter is placed before the Council for consideration.*

पू. प. विवि. टिप्पणी  
**NEHU NOTES**

RECOMMENDATIONS OF THE DEPARTMENTAL PROMOTION  
COMMITTEE IN ITS MEETING HELD ON THE 16-JAN'97  
GRANT OF HIGHER GRADE Payscale TO JUNIOR ENGINEERS

MEMBERS PRESENT

- 1. Smt. S.Rynjah, O.S.D. Chairperson
- 2. Shri. L.Nampuii, F.O. Member
- 3. Dr.A. Patton, C.O.E. Member
- 4. Shri.L.P.Pathak, Librarian Member
- 5. Shri. L.Marbaniang,DR Member Secy.

The D.P.C. after having perused the RCRs of the 5 (five) members Junior Engineers; recommends for Grant of higher grade pay scale, as listed at Annexure II.

*Rynjah*  
O.S.D.  
16/1/97

*L.Nampuii*  
F.O.  
16/1/97  
*Marbaniang*  
D.R. 16/1/97

*L.P.Pathak*  
Librarian  
16/1/97

6:6:3(6)  
1321

~~SRI~~

~~(13)~~

GRANT OF HIGHER GRADE PAY SCALE ON COMPLETION OF 5 YEARS CONTINUOUS SATISFACTORY SERVICE IN THE SAME PAY SCALE.

ANNEXURE - II

Name of the employee & Designation.	Pay scale (Substantive)	Date of joining	Date of completion of 5 (five) years.	Upward scale	Position of A.C.R.	Remarks of the D.P.C.
Sri.Kingsuk Biswas, J.E.	Rs.1400-2300/-	1.6.89	30.5.94	Rs.1640-2900/-	OK.	fit.
Sri.J.Kalita, J.E.	Rs.1400-2300/-	9.6.89	8.6.94	Rs.1640-2900/-	OK.	fit.
Sri.M.Bhattacharjee, J.E.	Rs.1400-2300/-	20.8.91	19.8.96	Rs.1640-2900/-	OK.	fit.
Sri.S.N.Mukhopadhyaya, J.E.	Rs.1400-2300/-	28.8.91	27.8.96	Rs.1640-2900/-	OK.	fit.
Sri.Md.S.Ciddiki, J.E.	Rs.1400-2300/-	28.8.91	27.8.96	Rs.1640-2900/-	OK.	fit.

*A. Ch...*  
10/11

*Freejah*  
16/11/87  
OSD.

NORTH EASTERN HILL UNIVERSITY  
P.O. PERMANENT CAMPUS: SHILLONG

No. EA-11/CFC/97-4624

Dated 3/2/97ORDER

On the recommendation of the Departmental Promotion Committee, the Vice-Chancellor, NEHU, Shillong is pleased to grant higher grade pay scale of Rs.1640-2900/- to the following Junior Engineers who have rendered 5 (five) years of satisfactory service as Junior Engineer in the grade pay scale of Rs.1400-2300/-:-

1. Shri.Kingsuk Biswas, J.E.
2. Shri.Jonmani Kalita, J.E.
3. Shri.M.Bhattacharjee, J.E.
4. Shri.S.N.Mukhopadhyaya, J.E.
5. Shri.Md.Ciddiki, J.E.

2. The higher grade pay scale will be effective from the date of completion of 5 (five) years service as detailed in the enclosed Annexure-I.
2. The higher grade pay scale will be purely personal and will not entail change in designation & responsibilities.
4. The pay fixation will be regulated as per the instruction contained in the O.M.No.F.15-7/CFC/97-3192 dated 8.9.93.

*Smt. S. Rynjah*  
 ( Smt.S.Rynjah )  
 Officer-On-Special Duty.

Copy to:-

1. P.S. to V.C., NEHU, Shillong for information.
2. S.P.A. to Registrar, NEHU, Shillong for information.
3. The Finance Officer, NEHU, Shillong for information.
4. The Executive Engineer, C.D.D., NEHU, Shillong for information.
5. The Section Officer, Estt-I(Per), NEHU, Shillong together with Annexure-I for information & n.s.
6. The Section Officer, Estt-I(Apptt), NEHU, Shillong for information.

616.2(8)

**NORTH EASTERN HILL UNIVERSITY**  
**Permanent Campus :: Shillong-793022**

No.F.2-16/CRC2002/Vol-I- 694

Dated 2-4-03

**ORDER**

In pursuance of UGC's letter F.No.30-9/99(CU), dated 18.12.2000 and Executive Council's Resolutions No.EC:113:2002:8:(i), No.EC:113:2002:8:(ii), No.EC:114:2002:6:6:(iv), No.EC:114:2002:6:6:(vi) and the recommendations of the committees thereof, the Vice-Chancellor-NEHU Shillong is pleased to grant the First Financial Up-gradation(FFU)/ Second Financial Upgradation(SFU), as the case may be, to the **JUNIOR ENGINEERS** of the university in terms of the provisions of the Assured Career Progression Scheme effective from 04.04.2001 as per Resolution No. No.EC:109:2001:6:6:(ii):-

Sl.No.	Name	Date of appointment		Core Scale of pay <sup>0</sup>	Placement allowed on completion of 5yrs of service as per CPWD norms	Effective date	BENEFITS GRANTED AS PER CPWD NORMS				Remarks
		Direct	Promotion				FFU		SFU		
							Scale of pay	Effective date	Scale of pay	Effective date	
I	II	III	IV	V	VI	VII	X	XI	XII	XIII	XIV
1	Shri N.I.Barbhuiya ✓	9.12.85	X	330-560/- 425-700/- (1400-2300/-)	1640-2900/- (5500-9000/-)	9.12.90	6500-10500/-	4.4.01	x	x	SFU to be considered in due course if otherwise admissible
2.	Shri.S.K.Rathore, ✓	4.3.86	X	-do-	-do-	4.3.91	6500-10500/-	4.4.01			
3.	Shri.A.K.Singh,	11.8.86	X	-do-	-do-	11.8.91	6500-10500/-	4.4.01			
4.	Shri.N.Mondol,	8.9.86	X	-do-	-do-	8.9.91	X	X	X	X	Resigned w.e.f. 8.9.98
5.	Shri K. Biswas,	1.6.89	X	-do-	-do-	1.6.94	6500-10500/-	1.6.01	X	X	SFU to be considered in due course if otherwise admissible
6.	Shri J. Kalita,	9.6.89	X	-do-	-do-	9.6.94	6500-10500/-	9.6.01	X	X	-do-
7.	Shri. B. Sheikh ✓	29.8.86	X	-do-	-do-	29.8.91	6500-10500/-	4.4.01	X	X	-do-
8	Shri.A.J.Barbhuiya	29.5.84	X	-do-	-do-	-	-	-	-	-	On deputation to Assam University w.e.f. 25.3.94 permanently absorbed w.e.f. 24.3.97

The scale of pay granted above may be treated as scale of pay purely personal to the above-mentioned incumbents, entailing no change in their present duties and responsibilities.

CONTD -- 2/—

6163(9)

The pay may be fixed and revised under the provisions of IR.22(I)(a)(1) and CCS (revised pay) Rules 1997.

It is further ordered that the above benefit of pay fixation allowed under the Assured Career Progression (ACP) Scheme is final and no pay fixation benefit shall accrue at the time of Regular Promotion i.e posting against a functional post in the higher grade and that the benefits under the ACP scheme are conditional to the fact that an incumbent while accepting the said benefit has given his/her unqualified acceptance for Regular Promotion on occurrence of a vacancy subsequently. Any refusal to accept the higher post on regular promotion subsequently will result in debarment for Regular Promotion as prescribed in the General Instructions in this regard.

[Authority Vice-Chancellor's approval dated 20.3.03]

*Prof. D.T. Khathing*

Prof. D.T. Khathing  
REGISTRAR

Copy to:

1. The Finance Officer, NEHU-Shillong, for information & necessary action.
2. The Dy. Registrar, Establishment-I, NEHU-Shillong, for information & necessary action.
3. The Assistant Registrar, Finance Department, NEHU-Shillong, for information & necessary action.
4. P.S. to the Vice Chancellor, NEHU-Shillong for information.
5. Person Concerned, \_\_\_\_\_
6. Section Officer, Establishment-I(Personal), information & necessary action.
7. Section Officer, Establishment-I(Appointment), information.
8. Concerned ACP File.

*Prof. D.T. Khathing*

REGISTRAR

6163(10)

NORTH-EASTERN HILL UNIVERSITY  
SHILLONG

123

ANNEXURE -

Name of the Cadre:- Jr, Engineer

Sl. No	Name of the employee	Designation	Scale of Pay	Date of apptt/ Promotion	Benefits granted			Benefits Due under ACP			Remarks
					Nature	Scale	Date	Nature	Scale	Date	
1	2	3	4	5	6	7	8	9	10	11	12
1.	Shri. M.S. Ciddiki	Jr. Engineer(adhoc) Jr. Engineer(R) Higher Pay Placement	₹.1400-2300/- ₹.1400-2300/- ₹.5500-9000/-	29.8.91 16.11.91 29.8.96	-	-	-	FFU	₹.6500-10500/-	16.11.03	-
2.	Shri. M. Bhattacharjee	Jr. Engineer Placement	₹.1400-2300/- ₹.5500-9000/-	20.8.91 20.8.96	-	-	-	FFU	₹.6500-10500/-	20.8.03	-
3.	Shri. L.K. Rathore	Jr. Engineer Placement	₹.1400-2300/- ₹.1640-2900/-	26.2.90 26.2.95	-	-	-	FFU	₹.6500-10500/-	26.2.02	-

No. F.2-15/CRC/2010 (Vol.II)/Pt.2/ 225

Dated, the 3<sup>rd</sup> November, 2011

6:6-3(11)

ANNEXURE-VI

**M.S.Yadav**  
**Chief Statistical Officer**

टैलिफैक्स TELEFAX (O) 011-23237178  
ई-मेल E-mail: [msyadav@ugc.ac.in](mailto:msyadav@ugc.ac.in)  
UGC Website: [www.ugc.ac.in](http://www.ugc.ac.in)



विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली - 110 002  
UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110002

Speed Post

No.F.41-5/2003(JCRC)

13<sup>th</sup> July, 2010

The Registrar  
North Eastern Hill University  
P.O. NEHU Campus  
Mawkynroh Umshing  
Shillong - 793 022.

14 JUL 2010

Sub: Implementation of ACP Scheme of 9.8.1999 for the non-teaching employees of  
— regarding.

Sir,

This is in continuation to this office letter of even number dated 22<sup>nd</sup> March, 2010 on the subject mentioned above informing Central Universities, UGC maintained Deemed to be Universities and Delhi Colleges that the detailed guidelines on ACP Scheme are being developed on the basis of the recommendations of the UGC Standing Committee in the past while considering the individual cases from these institutions and enabling Universities to implement the ACP Scheme in respect of the remaining cases on similar lines on their own.

2. A copy of the guidelines as prepared by the Standing Committee on ACP Scheme and approved by UGC is enclosed herewith for guidance and strict compliance to deal with the remaining individual cases for award of financial upgradations under the ACP Scheme of 9.8.1999. As intimated earlier, the Universities/colleges need not send any ACP proposal to UGC and will implement on their own the DOPT ACP Scheme 9.8.99 in respect of remaining eligible cases during the period from 9.8.1999 to 31.8.,2008 as per the guidelines enclosed.

For any clarification/doubt, if so observed, the matter may be referred to the UGC for clarification / rectification. In case any discrepancy is observed in award of irregular financial upgradation under the Scheme, such recommendations are liable to be withdrawn. A copy of this letter alongwith the enclosures may be provided to the Finance Officer of the University.

Yours faithfully,

(M.S. Yadav)  
Chief Statistical Officer

Encl: As above.

*c3*  
*S.O/Encl 7/Ext II*  
*kebenk.*  
*All*  
*a copy to be retained for my use*  
*17/7/10*

**GUIDELINES :**

(i) In keeping with the provisions of the ACP Scheme notified by DOPT and the guidelines issued by the MHRD in consultation with Ministry of Finance (Department of Expenditure) and DOPT based on the recommendations made by the JCRC in its interim report summarized in para 6 above as also based on the past experience gained by the Standing Committee on the ACP Scheme, the Committee proposes the following guidelines for grant of financial upgradations under the ACP Scheme for information, guidance and strict compliance by the Central Universities, UGC maintained Deemed to be Universities

(ii) The ACP Scheme shall be operational for the period from 9<sup>th</sup> August, 1999 to 31<sup>st</sup> August, 2008 [Since the Modified Assured Career Progression Scheme (MACPS) comes into effect with effect from 1<sup>st</sup> September, 2008].

(iii) The ACP Scheme is applicable to Group 'B', 'C' & 'D' services / posts and isolated posts in Group 'A', 'B', 'C' and 'D' categories. (Isolated post is a stand alone post having neither feeder grade nor promotional grade. As such, a post having no promotional grade but having a feeder grade and vice-versa shall not be treated as isolated post for the purpose of ACP Scheme).

(iv) In order to undertake a close scrutiny of the cases, the case-wise history be prepared containing, inter-alia, details of the financial upgradation(s)/promotion(s) availed in chronological order commencing from the date of initial regular appointment in the University, in the prescribed format (Annexure-I). The case-wise history, together with a summary of the cases prepared in the prescribed format (Annexure-II), be placed before a Screening Committee to be constituted by the University for consideration of such cases, category-wise, twice a year strictly as per the schedule laid down by the DOPT in its communications on the subject.

(v) In order to ensure that the cut off date of 8h April, 1998 for termination of OTUM in respect of non-teaching staff (Group B, C & D) is made applicable uniformly, the Screening Committee shall ensure that any financial upgradation granted under OTUM or any other

6.6.3(13)

Scheme from 9<sup>th</sup> April, 1998 to 8<sup>th</sup> August, 1999, viz the date immediately preceding the date when the ACP Scheme became operational, is withdrawn.

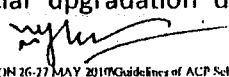
(v) If an employee has not got any financial upgradation under OTUM or any other Scheme as on 8<sup>th</sup> April, 1998, he shall be granted 1<sup>st</sup> financial upgradation under the ACP Scheme after he completes 12 years of regular service or from 9<sup>th</sup> August, 1999, whichever be later.

(vi) If an employee had been granted only one financial upgradation under OTUM or any other Scheme as on 8<sup>th</sup> April, 1998, he shall be granted 2nd financial upgradation under the ACP Scheme after he completes 24 years of regular service or from 9<sup>th</sup> August, 1999, whichever be later.

(vii) If an employee had already been granted two financial upgradations, whether under OTUM or any other Scheme, as on 8<sup>th</sup> April, 1998, he shall not be considered for any further financial upgradation under the ACP Scheme during his career.

(viii) If an employee had already been granted more than two financial upgradations, whether under OTUM or any other Scheme, as on 8<sup>th</sup> April, 1998, the additional financial upgradation given shall stand withdrawn with effect from 8<sup>th</sup> April, 1998 and his pay would be fixed at the appropriate stage in the appropriate relevant pay-scale as if he had been given only two financial upgradations. However, the pay he was drawing as on 8<sup>th</sup> April, 1998 shall be protected by allowing the difference between the pay as may be fixed at the appropriate stage in the relevant approved pay-scale and the pay he had been drawing as on 8<sup>th</sup> April, 1998, as personal pay to be adjusted against future increments.

(ix) While considering the cases relating to grant of financial upgradation(s) under the ACP Scheme, the Screening Committee shall make it sure that all the appointments made on or after 8<sup>th</sup> April, 1998 are only in the core pay-scales and that the financial upgradation(s) granted under the ACP Scheme are with reference to the core pay scale(s). In case, however, an employee is enjoying the same pay scale as would have been admissible to him consequent upon grant of financial upgradation under the ACP Scheme, the same would stand adjusted against the financial upgradation due to him under the ACP Scheme.



(iv) EXTENSION OF UPGRADED SCALE OF PAY OF Rs. 2000-3500/- (Rs.6500 – 10,500/- REVISED) TO SENIOR STATISTICAL ASSISTANTS W.E.F. 1.1.86 OR FROM DATE OF JOINING WHICH EVER IS LATER.

- The Executive Council's committee in its meeting held on 16<sup>th</sup> April, 1996 recommended up-gradation of scales of Sr. Statistical Assistants from Rs.1640 – 2900/- (Rs.5500 - 9000- revised) to Rs.2000 – 3500/- (Rs. 6500 – 10,500/- revised ) and the scales of Statistical Assistants from Rs.1400 – 2300/- (Rs. 4500 -7000/-) to Rs.1600 – 2900/- (Rs. 5500 – Rs.9000/- revised ) in the line of up-gradation granted to STAs w.e.f 1.1.86 ,on the analogy that both the Sr. Statistical Assistants and the Statistical Assistant were recruited with a higher and the same recruitment qualification of post graduate in respect of both the posts (Annexure – 1).
- The recommendation of E.C. Committee was placed before the 90<sup>th</sup> E.C. and the same was approved vide E.C. resolution No. EC: 90:96:6:6:(xiii) (Annexure – 2).
- As a follow-up of the E.C. resolution the scales of Sr. Statistical Assistants and Statistical Assistants were upgraded vide CRC order No.F.15-13/CRC/96-60 dated 29.8.97 and No. F.15-13/CRC/96 - 59 dated 29.8.96 (Annexure – 3 & 4).
- Following the above mentioned order the three in service Statistical Assistants were granted the upgraded scale of Rs. 1640 – 2900/- (Rs. 5500-9000/- revised) w.e.f. 1.1.86 or from their date of joining which ever is later on personal basis without any change in their designation vide order No.F.33-1/Estt-I/Per/92-5399 dated 23.6.97 (Annexure – 5).

The names of the three Statistical Assistants who were granted the aforesaid upgraded scale were:

1. Shri. G. Murrie, SA
2. Shri. S. Myrciang, SA
3. Shri. Om Prakash, SA

- Shri. Om Prakash, subsequently represented requesting the University to re-designate him as Sr. Statistical Assistant on the ground that he was drawing the approved core pay scale of Rs. 5500 – 9000/- right from the date of his joining on his initial appointment as Statistical Assistant in the university which is the core scale of pay for the post of Sr. Statistical Assistant.
- The matter was placed before the LCRC in its meeting held on 9.12.05 wherein the Committee recommended that the Statistical Assistants of the University appointed in the scale of Sr. Statistical Assistant , i.e. Rs.1640-3900/- (4<sup>th</sup> CPC)/Rs. 5500-2900/- (5<sup>th</sup> CPC) may be re-designated as Sr. Statistical Assistant on personal basis w.e.f. the date of his/her appointment to the post of Statistical Assistant . Minutes of the LCRC placed as Annexure – 6. The said recommendation of LCRC was duly approved by E.C. vide resolution No. EC:132:2007:6:6(ii) (Annexure – 7).
- Accordingly, University issued notification vide No. F. 2-28/CRC/2005 /Vol. – V dated 25.3.2008 re-designating the Statistical Assistants as Sr. Statistical Assistant on personal basis w.e.f. their date of joining as Statistical Assistant. (Annexure – 8)
- Following the said order Shri. Om Prakash, Statistical Assistant was re-designated as Sr. Statistical Assistant from his date of joining i.e. 27 .11.90 and he was allowed fixation Of pay in the upgraded scale of Rs. 6500 -10,500/- in view of order No. F. 15-13 /CRC/96 – 60 dated 29.8.96 (Annexure – 3).

**6:6:4(2)**

- In view of the above position Shri. Murrie and Shri. Myrchiang of the same cadre need to be given the same treatment by allowing to them the fixation of pay in the upgraded scale of Rs. 6500 – 10,500/- w.e.f. 1.1.86, in terms of the University order dated 29.8.96, referred to above.
- A comparative statement showing details about the Scales of pay of up-gradation and educational qualification and benefits due to all the 3 (three) incumbents is placed at Annexure – 9.
- It may be mentioned here that any higher scale of pay which were granted by the University in the past up to 8.4.98, the UGC has allowed such scales of pay on personal basis to the concerned incumbents vide its letter No.F.31-12/97 - (CU) dated 5.12.98 (Annexure – 10).
- Since, the above 2 (two) incumbents (Shri. G. Murrie and Shri. S. Myrchiang) joined NEHU service much ahead of the cut-off-date 8.4.98 (reference comparative statement at Annexure- 9) they are due for the above mentioned fixation of pay in the upgraded / higher scale of pay of Rs. 6500 – 10,500/- w.e.f. 1.1.86, on personal basis in view of the UGC's letter at Annexure-10.
- It may be mentioned here that in order to avoid such situations in future and to plug the loopholes, the University have already rectified and framed appropriate Recruitment Rules for the post of Senior Statistical Assistant and Statistical Assistant in the UGC approved core pay scale of Rs. 5500 – 9000/- (Rs. 9300 - 34800/- + GP Rs.4200/-) & Rs. 4500 – 7000/- (Rs. 5200 - 20200/- + GP Rs.2800/-) respectively and duly notified , and as such , a situation like the above is not likely to arise in future.

The matter is placed before the Council for consideration.

6:6:4(3)  
(66)

ANNEXURE - 1

EXTRACT TAKEN FROM FILE NO. F-15-13/CRC/96. (35)

AN EXTRACT OF THE MINUTES OF THE EXECUTIVE COUNCIL'S COMMITTEE MEETING HELD ON THE 16th APRIL, 1996 (10) (2)

Up-gradation of pay-scale of Sr. Statistical Assistant and Statistical Assistant.

The Committee examined the representation of Senior Statistical And Statistical Assistant with regards to the Up-gradation pay<sup>of</sup> scale from Rs. 1640-2900/- to Rs. 2000-3500 in the case of former and from Rs. 1400-2300/- to Rs. 1640-2900/- in the case of latter.

It was noted that Sr. Technical Assistants of the University have been granted up-graded pay scale of Rs. 2000-3500/- from their core pay scale of Rs. 1640-2900/- w.e.f 1.1.1986.

The Committee was of the view that the Sr. Statistical Assistants and Statistical Assistants recruitment qualification is post-graduate and at par with the Senior Technical Assistants. Therefore, as a sequel to the benefit extended to Sr. Technical Assistants, the Committee recommended up-gradation of pay scale of the present Sr. Statistical Assistants in the pay scale of Rs. 2000-3500/- from Rs. 1640-2900/- and up gradation of pay scale of the present Statistical Assistants in the pay scale of Rs. 1640-2900/- from Rs. 1400-2300/-.

The Committee further resolved to effect the up-gradation w.e.f 1.1.1986 on purely personal basis.

Sd/-  
Dr. A. Patton  
Convener

Sd/-  
Prof. R. R. Mishra  
Chairman

(67)

6:6:4(4)

ANNEXURE-2

FILE NO. F.15-1312RC/96.

36

(B)

AN EXTRACT OF THE MINUTES OF  
THE EXECUTIVE COUNCIL'S MEET-  
ING HELD ON THE 18th JULY 1996.

- (xiii) Up-gradation of pay-scales of Senior Statistical Assistants and others.

No:EC:90:96:6:6:(xiii): The Council considered the recommendations of the Committee appointed by it to look into the upgradation of pay-scales of Senior Statistical Assistants and others and RESOLVED to accept the recommendations of the Committee except in the case of the One-upward movement the cut-off date shall be 31.12.93 and also fitment of pay scales of complicated nature may be placed before the Council for approval. The Vice-Chancellor also placed on record his appreciation to the Committee for having resolved all the cases.

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6:6:4(5)

(68)

ANNEXURE - 3

(14)

NORTH EAST INDIA UNIVERSITY  
NEHU PEBAY

No.F.15-13/CRC/06- 60 Shillong, the 13rd August, 1996

ORDER

In pursuance of the Executive Council's Resolution No. EC:90:95 (14/11/95), it is hereby ordered that the pay scale of Senior Statistical Assistants belonging to Statistical Cadre of the University who were in the grade pay scale of Rs.1640-60-2600-EB-73-2900/- be placed in the up-graded pay scale of Rs.2000-60-2300-EB-73-3200-100-3500/- with effect from 1st January 1986.

2. This up-gradation will be purely personal to the existing Senior Statistical Assistants and will not entail change in the designation.
3. The pay fixation will be regulated under F.R.22 (1) (a) (2).

*Accepted* 78/8786  
(Smt. S. Rynjah)  
O.S.D.

Copy to:-

1. P.S. to the V.C., NEHU, Shillong for information.
2. S.P.A. to the O.S.D., NEHU, Shillong for information.
3. Finance Officer, NEHU, Shillong for information.
4. The Pro-Vice-Chancellor, NEHU, Mizoram Campus, Aizawl for information.
5. Section Officer, Estt-1(Per), NEHU, Shillong for information and n.a. in the matter of regulating pay fixation of the concerned employees.
6. Section Officer, Estt-1(Appt), NEHU, Shillong for information and n.a.

6:6:4(6)

ANNEXURE - 4

NORTH EASTERN HILL UNIVERSITY:  
NEHU PERMANENT CAMPUS: SHILLONG

No.F.15-13/CRC/96- 59 Shillong, the <sup>27/5</sup> 22<sup>nd</sup> August 1996 ✓

'ORDER'

In pursuance of the Executive Council's Resolution No. EC:90:96:6:6:(xiii), it is hereby ordered that the pay scale of Statistical Assistants belonging to Statistical Cadre of the University who were in the grade pay scale of Rs.1400-40-1800-EB-50-2300/- be placed in the up-graded pay scale of Rs.1640-60-2600-EB-75-2900/- with effect from 1st January, 1996.

2. This up-gradation will be purely personal to the existing Statistical Assistants and will not entail change in the designation.
3. The pay fixation will be regulated under F.R.22 (1) (a) (2).

Copy to:-

1. P.S. to the V.C., NEHU, Shillong information.
2. S.P.A. to the O.S.D., NEHU, Shillong for information.
3. Finance Officer, NEHU, Shillong for information.
4. Section Officer, Estt-1(Personal), NEHU, Shillong for information and n.a. in the matter of regulating the pay fixation of the concerned employees.
5. Section Officer, Estt-1(Appt), NEHU, Shillong for information & n.a.

(Smt. S. Rynjah)  
O.S.D.

6:6:4(7)

70

ANNEXURE-5

387

F.O. NEHU CAMPUS  
SHILLONG

NO. F. 33-1/Estt. I/Per/92- 3399

Dated. 23/6/97

ORDER

Consequent upon the grant of upgradation of pay scale of Statistical Assistant from Rs. 1400-40-1200-EB-50-2300/- to Rs. 1540-60-2900-EB-75-2900/- with effect from 1st January, 1996 vide CAO's order No. F. 15-13/ERC/96-59, dated 29/8/96. Sanction of the Vice-Chancellor, NEHU, Shillong is hereby conveyed for the fixation of pay of the following Statistical Assistants:-

1. Shri G. Prakash, Statistical Assistant, Examination.
2. Shri S. Myrchiang, Statistical Assistant, SC/ST Cell.
3. Shri S. Murrie, Planning, Statistical Assistant, Planning.

The details of the pay fixation is as per Annexure enclosed herewith.

This issues with the concurrence of Internal Audit, NEHU, in the matter of pay fixed.

An undertaking for refund may be obtained in the event the UGC does not approve the said upgradation.

( L. Arbaniang )  
Deputy Registrar (Estt.)

Copy to:-

1. The Finance Officer, NEHU, Shillong.
2. The Section Officer (Salary), NEHU, Shillong.
3. Person concerned.
4. Vide No. 33-1/Estt. I/Per/92-.
5. Concerned personal file and necessary entry in the Service Book.

6:6:4(8)

2021

DEPARTMENT OF STATISTICAL ASSISTANT W.E.F. 1/1/86  
 UPGRADATION OF SCALE OF PAY FROM Rs. 1400-40-1800-EB-50-2300/- TO Rs.  
 1640-60-2600-EB-75-2900/- IN PURSUANCE OF E.C. RESOLUTION NO. EC.90-96:06:  
 06(xiii) AND CRC ORDER NO. 15-13/CRC/96-59, dt. 29th AUGUST 1996.

1 Name and Designation Department.	2 Date of apptt. as Statistical Assistant in the scale of pay of Rs.1400/- 40-1800-EB-50- 2300/-	3 Basic pay in the scale of pay of Rs.1400-40-1800- EB-50-2300/- & DNI.	4 Pay fixed in the upgraded scale of pay of Rs.1640- 60-2600-EB-75- 2900/-	5 REMARKS
1 M. Prakash, Stat. Asstt. Information Deptt.,	2 Regular 27.11.90.	3 As on 27/11/90 Rs. 1400/- with DNI on 1st November each year.	4 27/11/90 - 31/10/91 Rs.1640/- 1/11/91 - 31/10/92 Rs.1700/- 1/11/92 - 31/10/93 Rs.1760/- 1/11/93 - 31/10/94 Rs.1820/- 1/11/94 - 31/10/95 Rs.1880/- 1/11/96 onwards Rs.2000/-	5 With DNI on 1st of November each year. FR.22(I)(a)(2).
6 Myrchiang, Stat. Asstt Cell.	7 Regular ✓ 12/1/84 Rs.425-15-500- each year. EB-15-560-20-700/- (Revised Rs.1400-40- 1800-EB-50-2300/-) w.e.f. 1/1/86. ✓	8 As on 1/1/86 Rs. 1440/- with DNI on 1st of Jan, each year.	9 1/1/85 - 31/12/86 Rs.1640/- 1/1/87 - 31/12/87 Rs.1700/- 1/1/88 - 31/12/88 Rs.1760/- 1/1/89 - 31/12/89 Rs.1820/- 1/1/90 - 31/12/90 Rs.1880/- 1/1/91 - 31/12/91 Rs.2000/- 1/1/92 - 31/12/92 Rs.2060/- 1/1/93 - 31/12/93 Rs.2120/- 1/1/94 - 31/12/94 Rs.2180/- 1/1/95 - 31/12/95 Rs.2240/- 1/1/96 - 31/12/96 Rs.2300/-	10 With DNI on 1st January each year. FR.22(I)(a)(2).

Contd...2/-

6:6:4(9)

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As on 1/1/86 Rs.1520/-  
with DNI on 1/10/85

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1/1/87 - 31/12/87 Rs.1700/-  
1/1/88 - 21/4/88 Rs.1760/-

With DNI on 1st of  
January each year.  
PR.22(I)(a)(2).

Apptt. as Sr.Stat.  
Asstt(adhoc) w.e.f,  
22/4/88.

( L. Marbaniang )  
Deputy Registrar (Estt.I).

EXTRACT ONLY

ANNEXURE-A

RECOMMENDATIONS OF THE LOCAL CADRE REVIEW COMMITTEE (APPOINTED BY EXECUTIVE COUNCIL VIDE RESOLUTION NO:EC:120:2094:6:7(i) AND NOTIFIED VIDE NOTIFICATION NO:EC:120-4/Conf./2004-88], DATED 15-03-2005] AS MADE BY IT IN ITS FIRST MEETING HELD ON 09-12-05.

The Executive Council has appointed the above Committee for a term of 1(one) year w.e.f. 15-03-2005 with the following terms of reference:

1. To suggest rationalization/ restructuring in cadres of the non-teaching employees including drafting of recruitment rules for each cadre, keeping in view the various orders of the University, UGC, Govt. of India on such matters.
2. To suggest steps to settle the pending cases under the A. C. P. Scheme.
3. Any other anomalies to be referred by Estt-I and Estt-II sections.

The Committee met on 09-12-2005 in which the following members were present:

- |                                  |           |
|----------------------------------|-----------|
| 1. Prof. T. B. Bhattacharjee     | Chairman. |
| 2. Registrar                     | Member.   |
| 3. Prof. T. B. Subba             | Member.   |
| 4. Deputy Registrar (Finance)    | Member.   |
| 5. Deputy Registrar (Estt-I)     | Member.   |
| 6. Assistant Registrar (Estt-II) | Member.   |
| 7. Deputy Registrar (CRC)        | Convener. |

The matters taken up by the Committee and the recommendations made thereof are as under:

**Item No. 1. (i) Streamlining of Cadre Structure of Staff in Publication Cell.**

In its exercise to streamline the Cadre structure, the Committee considered the existing cadre structure of the employees belonging to Publication Cell and Resolved to recommend re-designation of the following:

- i. Technical Assistant (Press) as Technical Assistant (Dark Room Camera) in the pay scale of Rs.4500-7000.
- ii. Offset Machine operator as Technical Assistant (Offset Machine) in the pay scale of Rs.4500-7000.
- iii. Bone Maker as Technical Assistant (Plate Making) in the pay scale of Rs.4500-7000.
- iv. Assistant DTP Operator as Technical Assistant (DTP) in the pay scale of Rs.4500-7000.
- v. Binder Cum Binding Machine Operator as Laboratory Assistant (Binding-cum-Cutting) in the pay scale of Rs.3050-4500.
- vi. San. M.K. Moh. Press Attendant as Laboratory Assistant (Press) in the pay scale of Rs.3050-4500.
- vii. The existing Proof Readers may be considered for grant of benefits under the ACP Scheme if permissible. However, the posts on relinquishment by the existing incumbents may be merged with the UDC posts and the work of Proof Reading may be managed by incumbents from the UDC cadre in future.
- viii. The vacant post of Technical Assistant against which the existing Assistant DTP Operator has been appointed, may be converted to that of the post of Assistant DTP operator.

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is later. Further, they will get the benefit of higher scale w.c.f. their date of joining /OUM notionally. The cash benefit will be admissible only from the date on which they get the benefit of ACP-II. The Committee decided that similar cases be regulated alike administratively. The Committee further resolved that after this rationalisation of pay, no further representation on any other benefit will be entertained and will be rejected summarily. The incumbents concerned will have to give a written undertaking in this regard.

Item No.5 : Case of Shri A. K. Baruah as represented by him vide his representations dated 19.3.04, 15.9.04 and 8.12.04 for grant of OUM w.c.f. 15.12.96.

The Committee examined and considered in depth the representation of Shri.A.K.Baruah, Technical Assistant, USIC and observed that the case of Shri Baruah as decided and settled vide order No.F.2-16/CRC/2002/Vol-I-699, dated 9.4.03 is in order and there is no scope to entertain his present request.

Item No.6 : Case of Shri. H.R. Chaudhury, as represented by him vide his representation dated 23-09-2004, requesting review of his case of redesignation as TA(ArT) as made vide Order No: 2-16/CRC/2002/Vol-I/700, dated 09.04.2003.

The Committee examined and considered the request of Shri.H.R.Chaudhury to review the case of his re-designation as Technical Assistant(ArT) as made vide order No.2-16/CRC/2002/Vol I/700, dated 9.4.2003 and to re-designate him as Senior Technical Assistant(ArT) and found that the same is not feasible. However, his job evaluation may be made and if found justified, the case be re-submitted to the Committee for consideration.

Item No.7 : Case of Shri. L. Singson Kuki, as represented by him vide his representation dated 20-09-2004, requesting review of his case of redesignation as TA(Farm) as made vide Order No: 2-16/CRC/2002/Vol-I/700, dated 09.04.2003.

The Committee examined and considered the request of Shri. L. Singson Kuki to review the case of his re-designation as Technical Assistant(Farm) as made vide order No.2-16/CRC/2002/Vol I/700, dated 9.4.2003 and to re-designate him as Senior Technical Assistant(Farm) and found that the same is not feasible. However, his job evaluation may be made and if found justified, the case be re-submitted to the Committee for consideration.

Item No.8 : Representations received from Shri Santanu Ray, Sr. Statistical Assistant and Shri Om Prakash, Statistical Assistant.

The Committee has examined and considered the representations of Shri Santanu Ray, Sr. Statistical Assistant and Shri Om Prakash, Statistical Assistant and resolved to recommend as under -

The case of Sr. Statistical Assistant and Statistical Assistant may be dealt with on similar line as that of the Sr. Technical Assistants and all the incumbents may be designated as Sr. Statistical Assistants and may be granted the benefit of First Financial Upgradation and Second Financial Upgradation, if admissible, in the pay scale of Rs 8000-13500/- and Rs 10000-15200/- respectively. However, by the above redesignation, the present Statistical Assistants will have no claim for seniority over the present Sr. Statistical Assistant. The OUM if already granted in the pay scale of Rs 8000-13500/- may be carried against the First Financial Upgradation under ACP/PS. Further, the pay may be prescribed in a manner so that the Junior incumbents do not draw higher pay than the Senior incumbent.

*E. Prasad*

6:6:4 (12)

4  
50 (84)

25

ii). However, for future appointment, when the posts are vacated by the existing incumbents, the post of Sr.Statistical Assistant and Statistical Assistant may be re-designated as Sr.Technical Assistant(Statistics) and Technical Assistant (Statistics) with the core pay scale of Rs 5500-9000/- and 4500-7000/- respectively and recruitment rules may be framed accordingly with appropriate qualifications.

Item No. 9. Case of Shri Sanjoy Bhattacharya vis-à-vis his representation dated 16-08-04.

The Committee examined and considered the representation of Shri.Sanjoy Bhattacharya, Sr. Laboratory Attendent and resolved to recommend that in keeping with the present three tier cadre structure in the laboratory service, Shri Bhattacharya may be re-designated as Laboratory Assistant with the core pay scale of Rs. 4050-4590/- and may be granted the benefit of OUM/FFU/ SFU, as the case may be, in the scales of Rs. 4500-7000/- and Rs. 5500-9000/- respectively as and when due. Other similar cases may be settled alike.

Item No. 10. Case of Shri B. D. Gupta vis-à-vis his representation dated 02-06-04.

The Committee examined and considered the representation of Shri.B.D.Gupta, Sr.Technical Assistant, USIC and found that the matter relates to Establishment-I(Appointment), and therefore, resolved to recommend to Establishment-I(Appnt) to pass necessary orders preponing the date of promotion of Shri.B.D.Gupta to the post of Sr Technical Assistant w.e.f the date his immediate Junior was promoted i.e. w.e.f 27.10.97, taking into consideration the issue of interse seniority in the grade of Sr Technical Assistant.

Item No. 11. Cadre structure, recruitment rules & financial benefits under the ACPS in respect of employees belonging to Medical/ Health Service.

The Committee examined and considered the issue relating to cadre structure, recruitment rules, etc. in respect of Staff Nurse and Pharmacist and resolved to recommend that necessary recruitment rules for these posts may be framed and placed before the Committee in its next meeting. Meanwhile, SFU in respect of Staff Nurse may be granted in the pay scale of 6500-10500/- and in respect of Pharmacist in the pay scale of 5500-9000/- as per the hierarchy of pay scales of the Govt of India for isolated posts

Item No. 12. Filling up of 25% of the vacancies in the post of Semi-Professional Assistant through promotion.

The Committee examined and considered the proposal of filling up 25% of the vacancies in the post of Semi-Professional Assistant through promotion and resolved to accept and recommend the same. The promotion criteria may be similar as that of the promotion criteria as provided in the recruitment rules for the post of Professional Assistant.

(87)

EXTRACT OF THE MINUTES OF 132<sup>ND</sup> EC

Resolutions

(SA)

5

## 6.6: Service condition/Financial &amp; other Benefits.

(i) 1.(a) Grant of 2<sup>nd</sup> financial up-gradation (ACP) to the University employees after completion of 16 years from the date of the grant of first financial up-gradation/ upward movement (8+16) years, as well as (12+12) years ACP scheme.

(b) The effective date of implementation of the ACP scheme to be made effective from the GOI date 9.8.1999 instead of the EC date from 4.4.2001.

2. Information to the EC on the (8+12) year ACP benefit kept in abeyance as the 114<sup>th</sup> & 115<sup>th</sup> EC.

EC:132:2007:6:6:(i): The Council considered the grant of 2<sup>nd</sup> financial up-gradation (ACP) to the University employees after completion of 16 years from the date of the grant of first financial up-gradation/ upward movement (8+16) years, as well as (12+12) years ACP scheme and RESOLVED to accept the same in accordance with the Govt. of India Rules MHRD and University Grants Commission guidelines.

(ii) Local Cadre Review Committee recommendations dated 23<sup>rd</sup> November, 2007 and 3<sup>rd</sup> December, 2007.

EC:132:2007:6:6:(ii): The Council considered the recommendation of the Local Cadre Review Committee on the Cadre Structure and Recruitment Rules of the Non-Teaching Staff and RESOLVED to approve the same. The Council also RESOLVED that the Recruitment Rules should be printed in a book-form.

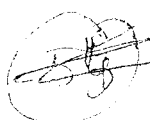

## 6.7: - Others:

(i) Minutes of the 71<sup>st</sup> & 72<sup>nd</sup> Building Committee.

EC:132:2007:6:7:(i): The Council considered the Minutes of the 71<sup>st</sup> & 72<sup>nd</sup> Building Committee and RESOLVED to approve the recommendation of the Building Committee.

6:6:4(14)

ANNEXURE - 8

NORTH EASTERN HILL UNIVERSITY  
Permanent Campus : Shillong-793022

No.F.238/CRC.2005A of IV - 108

Dated 22.12.2005

Notification

In line of the recommendations of the LCRC, duly approved by the Executive Council, vide Resolution No EC 132/2007/100 (a) as adopted in its 132<sup>nd</sup> meeting held on 14-12-2007, the cases of the Sr. Statistical Assistants of the University may be dealt with in similar lines as that of Sr. Technical Assistants. Further, the Statistical Assistants of NEHU appointed in the scale of Sr. Statistical Assistants i.e. Rs 1640-60-2600-75-2900 - (Revised to Rs 5500-9000-)- may be designated as Sr. Statistical Assistants on personal basis with effect from the date of his/her appointment to the post of Statistical Assistant.

All future recruitment to the post of Statistical Assistant shall be made in the core scale of pay of Rs 4500-7000- as per Recruitment Rules notified vide Notification No F2-28-CRC 2005A of IV-108 Dated 30.03.05.

In connection to the above, the case of Shri Sanjivo Roy, Sr. Statistical Assistant may be dealt in the same line with that of Sr. Technical Assistants and Shri Om Prakash, Statistical Assistant may be designated as Sr. Statistical Assistant from his date of appointment to the post of Statistical Assistant. Further, his benefits under ACPs or any other scheme, may be granted in the same line of the Sr. Technical Assistants of the University.

This is for with approval of the Vice Chancellor

  
Prof. Dr. B. Mahalingam  
Vice-Chancellor

Copy to

1. Finance Officer, NEHU, Shillong
2. Controller of Examination, NEHU, Shillong
3. Librarian, NEHU, Shillong
4. Deputy Registrar, East I, NEHU, Shillong
5. Deputy Registrar, NEHU, Tura Campus
6. Assistant Registrar, East I, NEHU, Shillong
7. Section Officer, East I, NEHU, Shillong
8. S.P.S to Vice Chancellor for information
9. P.S to Registrar, NEHU, Shillong, for information
10. Office file



Registrar



6:6:4(15)

ANNEXURE - 9

## COMPARATIVE STATEMENT SHOWING DETAILS OF APPOINTMENT AND UPGRADATION ETC. GRANTED TO THE STATISTICAL ASSISTANTS OF THE UNIVERSITY.

Sl. No	Name	Details of appointment	Date of joining	Scale of pay	Prescribed educational qualification	Approved core scale of pay	Educational qualification possessed by the incumbents	Effective date for re-designation as Sr. Statistical Assistant vide Order No. F. 2-28/CRC/2005 / Vol. V-1093, dated 25.3.2008	Effective date for grant of Upgraded Scale of Rs. 2000 – 3500/- (Rs. 6500 – 10,500) – revised) vide Order No. F. 15-13/CRC/96-60, dated 28.9.96	Remarks
1.	Shri G.Murrie	Statistical Assistant Upgdn. of scale pay Promotion as SSA Upgdn. of scale pay as SSA	23.10.80 1.1.86 24.4.88 24.4.88	425-700/- (1400-2300/-) (4500 – 7000) 1640-2900/- (5500-9000/-) 1640-2900/- 2000-3500/- (6500-10500/-)	Master's Degree in Statistics	1400-2300/- (4500-7000/-)	MA in Economics.	23.10.80	Due w.e.f. 1.1.86	FFU due w.e.f. 9.8.99 subject to fulfillment of other conditions
2.	Shri S.Myrchiang	Statistical Assistant Upgdn. of scale pay	12.1.84 1.1.86	425-700/- (1400-2300/-) (4500 – 7000) 1640-2900/-	Master's Degree in Statistics	1400-2300/- (4500-7000/-)	MA in Economics .	12.1.84	Due w.e.f. 1.1.86	FFU due w.e.f. 9.8.99 subject to fulfillment of other conditions
3.	Shri Om Prakash	Statistical Assistant Upgdn. of scale pay Upgdn. of scale pay as SSA FFU (ACP)	27.11.90 27.11.90 27.11.90 27.11.02	425-700/- (1400-2300/-) (4500 – 7000) 1640-2900/- 2000-3500/- (6500-10500/-) 8000-13500/-	Master's Degree in Statistics	1400-2300/- (4500-7000/-)	M.Sc in Statistics.	27.11.90	Granted w.e.f 27.11.90	FFU already granted w.e.f. 27.11.02

GRAMS: UNIGRANTS  
Fax: 3232703, 3236200, 3239059,  
3231797

विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली-110 002

UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI - 110 002

Letters should be addressed to  
by designation and not by name

F.N. 01-12/97 (CU)

5<sup>th</sup> December, 98.

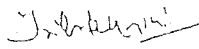
The Registrar,  
North-Eastern Hill University,  
Shillong- 793 022.

Sub:- Approval of non-teaching employees whose pay Scales were upgraded in the pre-revised scales as on 1-1-1986 and there after.

Sir,

With reference to your letter No.F. 49-1/Estt.I(P)/97-980, dated 24th June, 1998, on the subject mentioned above, I am directed to say that Govt. of India has already issued the instructions to give the higher pay scales as personal to them who were granted the scales upto 8-4-98 with the approval of competent authority. You are requested to follow these instruction strictly.

Yours faithfully,

  
(T.N. Malhotra)  
Under Secretary

(v) Matter regarding implementation of ACP benefits under 8 + 12 pattern.

- Initially, the University Grants Commission vide No. F. 22-6/85-NFE dt. 3.2.86 (**ANNEXURE – I**), with the objective of removing acute stagnation existing amongst the Non teaching employees exclusively for the Central Universities implemented a Scheme entitled 'One Time Upward Movement (OTUM)'. Under this scheme, employees who have completed continuous service of 8 years in a particular post/scale of pay were granted one financial upgradation in a higher scale. The scheme was operational wef 1.1.86 till 8.4.98.
- During the period from 9.4.98 till 8.8.99, no scheme of financial upgradation was operational. The Government of India introduced the 'Assured Career Progression Scheme (ACPS)' effective from 9.8.99 till 31.8.2008 vide letter No. 3503/1/1/97 Estt (D) 9.8.99 (**ANNEXURE – II**). The Central University employees were also granted the same benefit by UGC, wherein an employee is entitled to 2 financial upgradations/benefits in promotional hierarchy on completion of 12 years and 24 years of regular service. The Non teaching employees of NEHU also came under the purview of the scheme.
- While the University was in the process of implementing the aforesaid ACPS, the Delhi University & College Karmachari's Union vide letter dt. 17.4.03 (**ANNEXURE – III**) forwarded a copy of the Vice-Chairman, UGC's DO letter No. F.31-8/97 (CU) dt. 25.6.02 (**ANNEXURE – IV**) which conveyed the approval of the MHRD/UGC in respect of Group B, C & D level employees of Delhi University to grant the benefit of second financial upgradation under ACPS on completion of 12 years from the date of OTUM. In other words, grant of Second Financial Upgradation (SFU) on completion of a total service of 20 years from the date of joining to those employees who were granted the benefit of OTUM.
- It may be mentioned here that the 113<sup>th</sup> Executive Council had constituted a Committee under the Chairmanship of Prof. J B Bhattacharjee to look into the implementation of ACPS and other matters relating to pay anomalies and Recruitment Rules, etc. On the basis of the plea of the Staff Association of NEHU for adopting similar treatment and pattern as extended to the Delhi University by the MHRD/UGC, the matter was placed before the above Committee in its meeting held on 12.9.03 (**ANNEXURE – V**).

The Prof. J B Bhattacharjee E.C Committee in its 4<sup>th</sup> meeting held on 12.9.03 resolved very clearly as follows :-(**Ref : Item No. 5 of Ann.VI**)

*“The Committee considered the grant of 2<sup>nd</sup> upgradation after 12 (twelve) years from the date of the grant of the 1<sup>st</sup> upward movement and Resolved to recommend as follows:-*

- a) *The benefit of Second Upgradation/Second ACP may be granted after 12 (twelve) years from the date of the grant of 1<sup>st</sup> Upward Movement or the 1<sup>st</sup> ACP, as the case may be, subject to the fulfillment of the conditions of the ACP Scheme.*

*The recommendations ibid are in terms of the benefits granted by the Ministry of Human Resource Development to the employees of the Delhi University as per University Grants Commission’s DO No. F.31-8/97(CU) of 25<sup>th</sup> June, 2002”.*

The Committee further *“resolved to recommend that the Vice-Chancellor may like to approve the above recommendations and pass necessary orders for immediate implementation of the same. However, the matter may be reported to the Executive Council for ratification”.*

- The then Vice-Chancellor, Prof. Mrinal Miri duly approved the aforesaid recommendations on 22.9.2003 **(ANNEXURE – VI)**.
- The matter was placed before the 117<sup>th</sup> meeting of the Executive Council which met on 15.12.2003 which duly approved the same vide Resolution No. EC:117:2003:6:6:(i) (a) **(ANNEXURE – VII)**.
- Accordingly, the University implemented the ACP Scheme of 8+12. However, in course of the screening of the pending cases by the Screening Committee held on 16.5.2007, the UGC’s letter No. F.6-7/97 (CU/JCRC) dt. 13.3.06 was brought to the notice of the Committee **(ANNEXURE – VIII)** at para 2 (ii) which states that :-

*“If the employee was allowed only one financial upgradation before 8.4.98, she/he shall be eligible for the 2<sup>nd</sup> financial upgradation under ACP Scheme after she/he completes 24 years of service in accordance with the ACP Scheme introduced by Government of India vide Department of Personnel and Training OM No.35034/1/97-Estt. (D) dated 9<sup>th</sup> August, 1999”.*

- Accordingly, the Screening Committee resolved to defer consideration of further cases. In view of this position, the matter was taken to the 134<sup>th</sup> Executive Council in its meeting held on 18.6.08 in which the Council resolved to keep the matter in abeyance. The relevant resolution No.EC:134:2008:6:6:(iii) **(ANNEXURE – IX)** reads as follows :-

*“The Council RESOLVED to approve the effective date of implementation of the ACP Scheme from 09.8.1999 as per UGC letter. Regarding the 8+12 years ACP benefit, the Council RESOLVED that the matter be kept in abeyance as decided earlier”.*

- Since then the ACP issue of 8+12 has been lingering without any final decision in the matter. As the matter was hanging fire, the 146<sup>th</sup> meeting of the Executive Council in its meeting held on 24.5.11 resolved as follows :-

**No.EC:146:2011:6:6:(iv) :-** *“resolved that all those who have completed 12 years after the first ACP and are eligible prior to March 2006 will be processed for 2<sup>nd</sup> ACP in terms of letter DO No.F.31-8/97 (CU) dt. 25.6.02 from the Chairman, UGC to the Delhi University”.* (ANNEXURE - X)

- In compliance with the 117<sup>th</sup> and the aforesaid 146<sup>th</sup> EC resolutions as many as 340 cases were given the benefit under 8+12 who were eligible upto 31.3.2006.
- This has meant that there are still 116 nos of cases under 8+12 who have been deprived of the benefit as given to other similarly placed employees as mentioned above.
- From the above background, it is clear that neither the University nor the group of employees mentioned above are at fault or can be blamed for this situation. Naturally, there is heart burning and resentment among those adversely affected. Consequently, this has had adverse effect on the quality of service rendered by affected employees due to demoralization and a sense of having suffered injustice.
- The disparity and discrimination among the similarly placed employees belonging to the same cadre and discharging the similar duties and responsibilities, ultimately led to agitation by the Staff Association demanding

## 6:6:5(4)

- Accordingly, the Vice-Chancellor approached UGC vide DO letter No. F.2-15/CRC/2010 (Vol.III)-178 dt. 11.8.11(**ANNEXURE – XII**) followed by reminder No. F. 2-15/CRC/2010 (Vol.III)-206 dt. 10.10.11 (**ANNEXURE – XIII**) from the Registrar for early settlement of the case. The latest letter from the Vice-Chancellor reminded the Chairman, UGC, vide letter No. F.2-15/CRC/2010 (Vol.III)-245 dt. 17.11.11(**ANNEXURE – XIV**). Moreover, the Vice-Chancellor had taken up the issue on personal level with UGC, but no reply has been received from UGC on the matter so far.
- In the meantime, during the visit of His Excellency, the Vice President of India to NEHU on 30.9.11, the Association submitted a Memorandum on the aforesaid pending grievances of the Non Teaching employees (**ANNEXURE – XV**). The Vice President's secretariat has forwarded the Memorandum to MHRD and the Ministry in turn has directed the University to submit a complete fact/report on the scheme of 8+12 (**ANNEXURE – XVI**). The University has submitted the report vide letter dt.22.11.11 (**ANNEXURE – XVII**) and so far no reply has been received from MHRD/UGC on the matter.
- Meanwhile, NEHUNSA has provided a copy of Office Memo No. 2750/CR/2008 dt. 19.4.2008 (**ANNEXURE – XVIII**) received from the Aligarh Muslim University with regard to implementation of the ACP scheme under 8+12 patter in respect of its employees, to the University for implementation of the same in NEHU. The University sought for a clarification from Aligarh Muslim University on the actual implementation/operation of the scheme vide letter No. F.2-15/CRC/2010 (Vol.III) Part-A/272 dt. 26.3.12 (**ANNEXURE – XIX**). The reply of the Asstt. Registrar, Cadre Review Section of Aligarh Muslim University, which states vide letter No. 744/CR/2012 dt. 18.4.12 (**ANNEXURE – XX**), that the ACP scheme of 8 + 12 has been withdrawn by AMU and the ACP scheme of 9.8.99 is invoked by the University.
- The above background of the case of remaining 8+12 ACP cases was placed before the 4<sup>th</sup> meeting of the LCRC held on 11.6.12 highlighting the factual position. The Committee, after having a threadbare discussion on the matter and the present impasse thereon, resolved as follows (**ANNEXURE – XXI**).

**6:6:5(5)**

**“The matter regarding implementation of ACP benefits under 8+12 pattern was discussed at length and the Committee recommends that the benefit of ACP under 8+12 pattern be extended till 31.8.08, since only limited number of employees,( i.e. 116 Nos) who were not given the benefit as against many (i.e. 340 Nos) who were covered under the same Scheme.**

**The Committee also recommended that the Scheme of MACP which is operative from 1.9.08, the number of years will be regulated accordingly (i.e. on 10, 20 & 30 years from the date of joining). Any promotion earned in between by the employees, the fixation of pay may be regulated as per rules/guidelines”.**

The matter is placed before the Council for consideration.

UNIVERSITY GRANTS COMMISSION  
BAHALUR SHAH ZAFAR MARG  
NEW DELHI

REGD. A.D.

Dr. M.L. Mehta  
Joint Secretary

D.O. No. F.22-6/85-NPB

Dated:- 3.2.1986

Dear Sir,

1. As you are aware the following practices in the Central Universities have led to creation of disparities in scales of pay in the Central Universities.

- (1) Some Central Universities had earlier extended higher pay scales to certain categories of employees, whereas employees holding similar designations in other Central Universities continued to remain in lower pay scale.
- (2) Some Central Universities had extended Selection Grades to its employees as per decision of the University Grants Commission or otherwise whereas other Central Universities had not extended this benefit.
- (3) Further, the Selection Grades in 1980-81 had not been uniformly extended. Even the prescribed length of service had not been meticulously followed for application of Selection Grades in Central Universities referred to above.
- (4) The Vice-Chancellors of Central Universities in their recent meeting held in the UGC office expressed their concern in this regard and requested the commission for an early resolve of the issue of great concern.

The Joint Cadre Review Committees in their several meetings made the following suggestions in this regard:

"The disparities be set by permitting a one time upward movement to such employees, who have rendered 8 years of satisfactory service on a pay scale or have been stagnating in the same scale.

You also know that the University Grants Commission had earlier resolved the issues of disparities for Group 'D' and certain categories of Group 'B' and 'C' employees to a certain extent in 1983. The UGC letters No. F.1-5C/82(NP-1) of April 1983 is relevant in this regard.

1. With a view to remove disparities in scale of pay etc., the commission has agreed to the removal of disparities in the pay scales of non-teaching, Technical and Library staff by giving one upward movement as a very special case as under where:

- (a) No promotion has been given in the last 8 years of regular satisfactory service.
- (b) Where persons have been stagnating and their service has been satisfactory.

(c) Where marginal adjustments have been made but disparities yet exist to a considerable extent.

(d) Where the selection grade is less than the next grade, they may be given the next grade subject to 8 years service in the case of selection grade or both combined.

All cases listed below shall not be included in this exercise of disparity removal:

- ✓(1) Where employees are already having higher scales of pay than the approved core scales for such posts:
- (2) Where the employees have already been given higher scales of pay by the Universities as one shot measure:
- (3) Where the University Grants Commission sanctioned next higher scales of pay in 1983 to remove disparities:
- (4) Where persons enjoyed higher scales of pay as compared with similar posts in the same or other Central Universities irrespective of lengths of their service in the same scale.
- (5) Where the selection grade scale is at par to the next higher core scale/grade:
- ✓(6) Where one upward movement had already been given in the process of rationalisation.
- (7) Where one upward movement had already been given in the process of removal of disparities.
- (8) Any other case which on its merit do not call for such upward mobility.

5. This will however be subject to the followings:

- (1) Proposals of the Universities in this regard will not create further disparities within the Universities in between the Universities or between the various categories if different streams of staff in a University or different cadres/grades/structures. This is to ensured.
- (2) One upward movement will be personal to the present incumbents and they will continue to hold their present designation.
- (3) This will be applicable to posts maximum of which will not go beyond Rs.650-1200 including one upward mover.
- (4) the upward movement will be counted against the time bound promotion scheme if it is implemented:
- (5) No additional funds be provided by the UGC or Govt. to Universities in this regard.
- (6) pay fixation will be in accordance with the funds-mental.Rules and no adhoc increases or advance increments will be allowed:
- (7) Universities will ensure that in future no step will be taken by them, which may lead to the creation of disparities of scales of pay either within a University or between Central Universities.
- (8) Urgent steps are taken by the Joint Cadre Review Committee to propose Uniform recruitment and promotional rules for all the Central Universities.

6. Central Universities may formulate their proposals on the basis of the above guidelines.

- (a) All proposals falling within the purview of approach/be referred to the Commission for consideration alongwith the recommendations of the Cadre Review Committees.
- (b) All cases of removal of disparities falling within the criteria of a,b and d (Paragraph 3) be decided by the Universities on the recommendations of the Cadre Review Committees.

7. All other cases which are not in conformity with the above guidelines and merit consideration be also brought to the notice of the Commission.

The Commission would appreciate and will extend its co-operation of this exercise is completed by the end of this month.

8. The receipt of this letter may kindly be acknowledged.

With regards,

Yours sincerely,

Sd/-

(M.L. Mehta )

Shri.H.W.T.Syiem,Registrar,  
NEHU, Shillong.

.....

NEHU Order

No F-7-10/CRC/87/1493 dt. 30.3.1987

260-8-300 EB-8-340-10-350-EB-10-430/2  
380-12-500-EB-15-560/2

6:6:5(9)

ANNEXURE - II

MOST IMMEDIATE

No 35031/1/97 Es II(D)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)

North Block, New Delhi 110001  
August 9, 1999

OFFICE MEMORANDUM

Subject:- THE ASSURED CAREER PROGRESSION SCHEME FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.

The Fifth Central Pay Commission in its Report has made certain recommendations relating to employees in all Ministries/Departments. The ACP Scheme needs to be viewed as a 'Safety Net' to deal with the problem of genuine stagnation and hardship faced by the employees due to lack of adequate promotional avenues. Accordingly, after careful consideration it has been decided by the Government to introduce the ACP Scheme recommended by the Fifth Central Pay Commission with certain *modifications* as indicated hereunder:-

2. GROUP 'A' CENTRAL SERVICES

2.1 In respect of Group 'A' Central services (Technical/Non-Technical), no financial upgradation under the Scheme is being proposed for the reason that promotion in their case must be earned. Hence, it has been decided that there shall be no benefits under the ACP Scheme for Group 'A' Central services (Technical/Non-Technical). Cadre Controlling Authorities in their case would, however, continue to improve the promotion prospects in organisations/cadres on functional grounds by way of organisational study, cadre review, etc. as per prescribed norms.

3. GROUP 'B', 'C' AND 'D' SERVICES/POSTS AND ISOLATED

POSTS IN GROUP 'A', 'B', 'C' AND 'D' CATEGORIES

3.1 While in respect of these categories also promotion shall continue to be duly earned, it is proposed to adopt the ACP Scheme in a modified form to mitigate hardship in cases of acute stagnation either in a cadre or in an isolated post. Keeping in view all relevant factors, it has therefore, been decided to grant (w/o

financial upgradations [as recommended by the Fifth Central Pay Commission and also in accordance with the Agreed Settlement dated September 11, 1997 (in relation

to Group 'C' and 'D' employees) entered into with the Staff Side of the National Council (JCM)] under the ACP Scheme to Group 'B', 'C' and 'D' employees on completion of 12 years and 24 years (subject to condition no.4 in Annexure-I) of regular service respectively. Isolated posts in Group 'A', 'B', 'C' and 'D' categories which have no promotional avenues shall also qualify for similar benefits on the pattern indicated above. Certain categories of employees such as casual employees (including those with temporary status), ad-hoc and contract employees shall not qualify for benefits under the aforesaid Scheme. Grant of financial upgradations under the ACP Scheme shall, however, be subject to the conditions mentioned in Annexure-I.

3.2 'Regular service' for the purpose of the ACP Scheme shall be interpreted to mean the eligibility service counted for regular promotion in terms of relevant Recruitment/Service Rules.

4. Introduction of the ACP Scheme should, however, in no case affect the normal (regular) promotional avenues available on the basis of vacancies. Attempts needed to improve promotion prospects in organisations/cadres on functional grounds by way of organisational study, cadre reviews, etc as per prescribed norms should not be given up on the ground that the ACP Scheme has been introduced.

5. Vacancy based regular promotions, as distinct from financial upgradation under the ACP Scheme, shall continue to be granted after due screening by a regular Departmental

#### 6. SCREENING COMMITTEE

6.1 A departmental Screening Committee shall be constituted for the purpose of processing the cases for grant of benefits under the ACP Scheme.

6.2 The composition of the Screening Committee shall be the same as that of the DPC prescribed under the relevant Recruitment/Service Rules for regular promotion to the higher grade to which financial upgradation is to be granted. However, in cases where DPC as per the prescribed rules is headed by the Chairman/Member of the UPSC, the Screening Committee under the ACP Scheme shall, instead, be headed by the Secretary or an officer of equivalent rank of the concerned Ministry/Department. In respect of isolated posts, the composition of the Screening Committee (with modification as noted above, if required) shall be the same as that of the DPC for promotion to analogous grade in that Ministry/Department.

6.3 In order to prevent operation of the ACP Scheme from resulting into undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year -- preferably in the first week of *January* and *July* for advance processing of the cases. Accordingly, cases maturing during the first-half (April-September) of a particular financial year for grant of benefits under the ACP Scheme shall be taken up for consideration by the Screening Committee meeting in the first week of January of the previous financial year. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year. For example, the Screening Committee meeting in the first week of January, 1999 would process the cases that would attain maturity during the period April 1, 1999 to September 30, 1999 and the Screening Committee meeting in the first week of July, 1999 would process the cases that would mature during the period October 1, 1999 to March 31, 2000.

6.4 To make the Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee of the current financial year within a month from the date of issue of these instructions to consider the cases that have already matured or would be maturing upto March 31, 2000 for grant of benefits under the ACP Scheme. The next Screening Committee shall be constituted as per the time-schedule suggested above.

7. Ministerial departments are advised to explore the possibility of effecting savings so as to minimise the additional financial commitment that introduction of the ACP Scheme may entail.

8. The ACP Scheme shall become operational from the date of issue of this Office Memorandum.
9. In so far as persons serving in the Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.
10. The Fifth Central Pay Commission in paragraph 52.15 of its Report has also separately recommended a "Dynamic Assured Career Progression Mechanism" for different streams of doctors. It has been decided that the said recommendation may be considered separately by the administrative Ministry concerned in consultation with the Department of Personnel and Training and the Department of Expenditure.
11. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the ACP Scheme shall be given by the Department of Personnel and Training (Establishment-D).
12. All concerned and also take immediate steps to implement the Scheme keeping in view the ground situation obtaining in services/cadres/ posts within their administrative jurisdiction.
13. Hindi version would follow.

(K.K. JHA)  
Director (Establishment)

To

1. All Ministries/Departments of the Government of India
2. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/Cabinet Secretariat/ UPSC/CVC/ C&AG/ Central Administrative Tribunal (Principal Bench), New Delhi
3. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions
4. Secretary, National Commission for Minorities
5. Secretary, National Commission for Scheduled Castes/Scheduled Tribes
6. Secretary, Staff Side, National Council (JCM), 13 C, Ferozeshah Road, New Delhi
7. All Staff Side Members of the National Council (JCM)
8. Establishment (D) Section - 1000 copies

6:6:5(2)

ANNEXURE - III

Phone : 72576643, 7257725/1691

विश्वविद्यालय व कॉलेज कर्मचारी यूनियन, दिल्ली (रजि० नं० ३४३)  
University & College Karamchari Union, Delhi (Regd. No. 343)

(Recognised by the University of Delhi)

Barrack No. 1, Old Jubilee Hall,  
Chhatra Marg, DELHI-110007

RECORDED

Registered  
Ministry  
1993

Dated 17.4.2003

Dear Shri I.S. Syiemllah,

Please refer to your letter No. GS-I/NTSA/03/15 dated the 8th April, 2003.

In this connection I am enclosing herewith a copy of the letter No. D.O. No. F. 31-8/97(CU) dated 26th June, 2002 from Dr. Arun Nigavekar, the then Vice-Chairman (now Chairman), University Grants Commission, New Delhi, which is addressed to Prof. Deepak Nayyar, Vice-Chancellor, University of Delhi, Delhi, in connection with the ACP Scheme according to which the authorities of Delhi University have implemented the same. This will also clarify your query about the 2nd point mentioned in your letter.

Moreover, I am to inform you that an employee who got one promotion during his service and also got the benefit of One Time Award Movement Scheme he has not been given the benefit of ACP Scheme (2nd upgradation) in Delhi University.

It is further stated that the Personal Assistant (P.A.) is promoted to the post of Senior Personal Assistant (Sr. P.A.) on the basis of 100 per cent promotion according to the seniority and also good record of service for the last 3 years as per the Annual Confidential Reports and not on the basis of any kind of speed test.

Any other clarification you desire kindly send letter to us on the address given on the top of this letter pad.

With regards.

Yours faithfully,

*Suresh Yadav*  
(Suresh Yadav)  
President

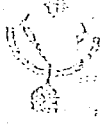
Shri I.S. Syiemllah,  
General Secretary,  
In-Teaching Staff Association,  
North-Eastern Hill University,  
Mrs. Hawkhobon-Doang,  
Shillong-786001

SECRETARY  
DELHI UNIVERSITY  
KARAMCHARI UNION DELHI

With regards.

6:6:5 (13)

ANNEXURE-IV


 विश्वविद्यालय अनुदान आयोग  
 REE-110 002  
 UNIVERSITY GRANTS COMMISSION  
 BAHADURSAH ZAFAR MANS  
 NEW DELHI-110 002  
 OFF: (011) 3239620  
 FAX: (011) 3231797  
 E-mail: ncrun42@hotmail.com

Dr. Arun Nigavakar  
 Vice-Chairman

D.O.No.F.31-8/97(CU)

25<sup>th</sup> June, 2002

Dear Prof. Nayyar,

Please refer to my earlier D.O.No.F.31-8/97(CU) dated 13<sup>th</sup> May, 2000 regarding implementation of Assured Career Progression Scheme (ACP) for Group B, C and D employees of the University as approved by Executive Council of the University of Delhi.

The UGC in consultation with Ministry of Human Resource Development has agreed to implement the ACP Scheme for group B, C and D employees per the decision of the Executive Council of the University of Delhi taken in its emergent meeting hold on 23-9-2001. It is clarified that in respect of such employees of the University who received One-time Upward Movement before 31-1-1998, the second upgradation will be given after 12 years from the date of the first upward movement.

With regards,

Yours sincerely,

(Arun Nigavakar)

Professor Deepak Nayyar,  
 Vice-Chancellor,  
 University of Delhi,  
 Delhi-110 007

Item No. 8

## ITEMS FROM THE CHAIR

EC:113:2002:8:(i): The Chairman placed before the Council the Recruitment Rules for the posts of Deputy Registrars and Assistant Registrars and the Council RESOLVED that matter may be first placed before a Committee to be appointed by the Chairman.

EC:113:2002:8:(ii): The Chairman placed before the Council an agenda note regarding the case of Senior Technical Assistants and Professional Assistants for consideration under the ACP and RESOLVED that the matter may be referred to the same Committee as in item 8:(i)

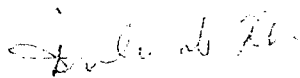
EC:113:2002:8:(iii): The Chairman placed before the Council an agenda note for creation of promotional avenues for officers of the University to whom the ACP is not applicable and the Council RESOLVED that the matter be referred to the UGC.

EC:113:2002:8:(iv): The Chairman informed the Council that the University had been awarded a Rs 1.26 Crore for an inter-disciplinary project by the Department of Science & Technology, GOI.

EC:113:2002:8:(v): Professors JB Bhattacharjee, Imdad Hussain and AN Rai whose term of membership in the Council would be ending soon thanked the Council for all the co-operation and the Council in turn thanked them for their valuable contribution.

The meeting ended with a vote of thanks from the Chair at 1700 Hours.

Sd/-  
Mrinal Miri  
Chairman

  
DT Khathing  
Registrar

NORTH EASTERN HILL UNIVERSITY  
SHILLONG

NO:EC:113-4/Conf/2002 - 798

Dated 8th Aug 1st, 2002

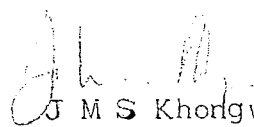
N O T I F I C A T I O N

In pursuance of Resolutions NO:EC:113:2002:8(1) and NO:EC:113:2002:8(ii) adopted at the 113th meeting-of the Executive Council held on 23rd July, 2002, the Vice-Chancellor is pleased to constitute a Committee consisting of the following members to look into the Recruitment Rules for the post of Deputy Registrars and Assistant Registrars and also the case of Senior Technical Assistants and Professional Assistants for consideration under the ACP.

- |  |   |          |
|--|---|----------|
| 1. Prof. J.B.Bhattacharjee,<br>Deptt. of History, NEHU,<br>Shillong. | - | Chairman |
| 2. Prof. T.B.Subba,<br>Deptt. of Anthropology,<br>NEHU, Shillong.    | - | Member   |
| 3. Prof. B.T.Khathing,<br>Registrar, NEHU,<br>Shillong.              | - | -do-     |
| 4. Shri. K.M.Deb,<br>Deputy Registrar, Finance,<br>NEHU, Shillong.   | - | -do-     |

The Committee will submit its report at the earliest for placing before the next meeting of the Executive Council.

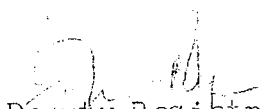
To

  
J. M. S. Khongwir  
Deputy Registrar

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Member (s)

Copy to :-

1. The Finance Officer, NEHU, Shillong.
2. The Assistant Registrar(CRC), NEHU, Shillong.
3. P.S. to the Vice-Chancellor, NEHU, Shillong.

  
Deputy Registrar

6:6:5 (16)

ANNEXURE - V

NORTH EASTERN HILL UNIVERSITY  
SHILLONG

NO:EC:113-4/Conf/2002-802

Dated 19th August, 2002

N O T I F I C A T I O N

In continuation of Notification of even No. 798 dated 8th August, 2002, the Vice-Chancellor is pleased to appoint Shri N.Purkayastha, Assistant Registrar, CRC, as convener of the Committee constituted to look into the Recruitment Rules for the Post of Deputy Registrars and also the case of Senior and Assistant Registrars and Professional Assistants for Technical Assistants and Professional Assistants for consideration under the ACP.

  
J. M. S. Khongwir  
Deputy Registrar

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Member (s)

Copy to :-

1. Finance Officer, NEHU, Shillong.
2. Asstt.Registrar(CRC), NEHU, Shillong.
3. P.S.to The Vice-Chancellor, NEHU, Shillong.

  
Deputy Registrar

\*\*\*\*\*

MINUTES OF THE E.C. COMMITTEE

appointed vide resolutions No:EC:113:2002:8(i) & No:113:2002:8(ii) and constituted vide Notifications No.EC:113-4/Conf/2002-798, dated 8<sup>th</sup>.August,2002 and of even No.802, dated 19<sup>th</sup>. August, 2002.

The 4<sup>th</sup> meeting of the Committee was held on 12<sup>th</sup> September,2003 in the Office Chamber of the Registrar, NEHU-Shillong. The following members were present in the meeting :-

- |    |  |   |                  |
|----|--|---|------------------|
| 1. | Prof.J.B.Bhattacharjee                       | - | Chairperson      |
| 2. | Prof. D.T.Khathing, Registrar                | - | Member           |
| 3. | Shri.N.Purkayastha,Assistant Registrar(Fin.) | - | Convener         |
| 4. | Shri B.S.Mohat, Assistant Registrar,CRC      | - | Special Invitee. |
| 5. | Md.Iftikhar, Section Officer,CRC             | - | Special Invitee  |

The Committee considered the following items relating to cadre structure, core pay scales, educational qualifications, Recruitment Rules etc. in respect of Group-B & C posts belonging to various services vis-à-vis the representations of the Staff and after threadbare deliberation Resolved to recommend as given against each item hereunder. Further, the Committee took note of the fact that the UGC despite its consent, commitment and assurance to the members of the Rajya Sabha Committee on Sub-ordinate Legislation to provide a Common Recruitment Rules for all the Central Universities latest by May,2003, have not been able to provide the same till date and the same is unlikely to be possible on the part of the Commission in the near future as it is facing the problem of different Cadre Structure and Core Pay Scales followed in different Central Universities, and therefore, the Committee also Resolved to recommend that its recommendations as hereunder may be considered for implementation urgently.

ITEM NO.1: Extension of pay scale of Rs.650-1200/-/ Rs.2000-3500/-/Rs.6500-10500/- to some of the remaining STAs w.e.f. the date of their joining.

The Committee considered the representations dt. 12.05.03, 26.05.03, 30.05.03 and 13.06.03 of Shri.P.S.Dkhar, Ms.M.Florence C.V., Shri.Mani Baboo Singh, Shri.B.D.Rathore, Shri.Ghoben Medhi and Shri.B.D.Gupta, STAs vis-à-vis the contents of the UGC's letter No.31-12/97(CU), of 5<sup>th</sup> December,1998 intimating that Govt. of India has already issued the instructions to give the higher pay scales as

personal to them who were granted the scales upto 8.4.98 with the approval of the Competent Authority and Resolved to recommend as under :-

- (a) Since Shri.P.S.Dkhar, Ms.Florence C.V. and Shri Mani Baboo Singh STAs joined the posts on 10.7.95, 10.7.95 and 21.9.96 respectively i.e. prior to the date of 8.4.98, the pay scale of Rs.2000-3500/- /Rs.6500-10500/-, as the case may be, may be extended to them, purely on personal basis, from the date of their joining as allowed in the case of other STAs on roll of the University as on 8.4.98.
- (b) As regards the case of Shri.B.D.Gupta, Shri.B.D.Pathore and Shri. B.Medhi, STAs, the Committee observed that they were not holding the post of STA on or before 8.4.98 and that they joined the post on 29.1.99, 17.1.2000 and 19.11.2001 respectively i.e. much after the date of 8.4.98, they do not fall under the purview of the aforesaid UGC's letter of 5<sup>th</sup> December, 1998 and as such, their cases and all other similar cases, if any, may be regretted and no further representation on the matter be entertained.

**ITEM NO.2 :Representation for designation as STA (Farm) received from Shri.L.Kuki Singson, TA(Farm).**

The Committee considered the Representation dated 26.5.03 of Shri. L.Kuki Singson, TA(Farm), Zoology Deptt. (a Nagaland repatriatee) to designate him as STA(Farm) on the ground that his assigned duties and responsibilities are equivalent to those attached to the post of STA and which have been strongly subscribed and duly certified by the Head of the Deptt. of Zoology vide his letter dated 26.5.03 and Resolved to recommend as under :-

- (a) The Committee observed that Shri Singson was appointed in the University as Senior Farm Supervisor w.e.f. 3.5.88 in the core pay scale of Rs1320-2040/- which is now revised to Rs.4000-6000/-. The Committee also noted the fact that it is the time scale of pay which determines the status of a post and not the designation carried by the post. Furthermore, the Committee also held that the Certificate given by the Head of the Deptt. of Zoology to the effect that Shri Singson is performing the duties and responsibilities which is equivalent to that of the post of STA is not a sufficient valid ground for entertaining his request for designating him as STA(Farm), and therefore, the Committee

6:6:5(19)

3

recommends that his request may be regretted and that his earlier Re-designation as TA(Farm) which was made with a view to streamlining the cadre structure of Technical Posts in the University so as to bring the same in a unified pattern of Cadre Structure stands. The Committee Resolved not to entertain any further representation on the issue.

**ITEM NO.3: Representation for designation as STA received from Shri.H.R.Chaudhury, TA(Cartography)**

The Committee considered the Representation dated 19.6.03 of Shri H.R.Chaudhury, TA(Cartography), Botany Department and noted that Shri Chaudhury was initially appointed as Artist w.e.f.10.10.84 in the pay scale of Rs.125-700/-/ Rs.1400-2300/- which is now revised to Rs.4500-7000/- and that subsequently, he was appointed as Sr. Artist w.e.f. 3.8.91 and that he was allowed the same pay scale as that of the post of Artist i.e. Rs.1400-2300/-/Rs.4500-7000/- and Resolved to recommend as under :-

- (a) Since Shri Chaudhury applied for the post in response to and open advertisement and accepted the offer of appointment dated 16.7.91 followed by Appointment Order No.5-8/Estt-I/91-4386, dated 13.8.91 made in the pay scale of Rs.1400-2300/- (PR)/Rs.4500-7000/- (R) which was against the post of Artist vacated by Shri. M.H.Barbhuiya, Artist since appointed as Lecturer in Creative Arts and that the certificate given by the Head of the Deptt. of Botany to the effect that Shri. Chaudhury is performing the duties of Sr. Artist so as to support his claim for designation as STA does not constitute a sufficient valid ground and that the status of a post is determined by the pay scale it carries and not by its designation, the Committee Resolved to recommend that the request of Shri Chaudhury and other similar cases, if any, may be regretted and that his earlier Re-designation as TA(Cartography) which was made with a view to streamlining the Cadre Structure of Technical Posts in the University so as to bring them in a unified pattern of Cadre Structure stands. The Committee Resolved that no further representation will be considered.

**ITEM NO.4 : Representation of Shri. Vijayan T.R, Store in charge, RSIC.**

The Committee considered the representation dated 14.5.07 of Shri. Vijayan T.R. who is holding the post of Store-in-charge which is a lone cadre in RSIC and reviewed its earlier decision in the light of his representation as well as the fact that there was a similar situation in the case of STA of the University where they enjoyed the pay scale of Rs.2000-3500/- (6500-10500/-) instead of the actual core pay scale of Rs.5500-9000/- and the University in the light of the UGC's letter No.F.31-12/97(CU) of 5<sup>th</sup> December, 1998 has taken a policy decision to treat the said higher pay scale as personal to them and has granted 1<sup>st</sup> ACP in the pay scale of Rs.8000-13500/- and 2<sup>nd</sup> ACP in the scale of Rs.10000-15200/- wherever admissible. and therefore, Resolved to recommend as under :-

- (a) As done in the case of STAs, the higher pay scale of Rs.2000-3500/- /Rs.6500-10500/- drawn by Shri. Vijayan T.R. Store-in-charge, RSIC may be treated as purely personal to him and subject to fulfilment of other conditions, he may be granted the benefit of OUM/ 1<sup>st</sup>. ACP and 2<sup>nd</sup> ACP. The pay scale of OUM/ 1<sup>st</sup>. ACP and 2<sup>nd</sup> ACP shall be Rs.3000-13500/- and 10000-15200/- respectively
- (b) However, the earlier recommendations of the Committee to dispense with this lone cadre of Store-in-charge in RSIC on its relinquishment by the present incumbent and to manage the duties and responsibilities of the post thereafter by an incumbent in the cadre of UDC stands.

**ITEM NO.5 : Grant of Second Upgradation after 12(twelve) years from the date of the grant of 1<sup>st</sup> Upward Movement.**

The Committee considered the grant of Second Upgradation after 12(twelve) years from the date of the grant of 1<sup>st</sup> Upward Movement and Resolved to recommend as follows :-

- (a) The benefit of Second Upgradation/ Second ACP may be granted after 12(twelve) years from the date of the grant of 1<sup>st</sup> Upward Movement or the 1<sup>st</sup> ACP, as the case may be, subject to the fulfilment of the conditions of the ACP scheme.

The recommendations ibid are in terms of the benefits granted by the Ministry of Human Resource Development to the employees of the Delhi

University as per University Grants Commission's D.O.No.F.31-8/97(CU) of 25<sup>th</sup> June, 2002..

- (b) Further, the Committee took note of the Commission's letter No.F.31-12/97(CU) of 10<sup>th</sup> June, 2003 and felt that the information/materials called for by the Commission are not feasible to be finished unless the benefits of the ACP scheme are implemented in totality and the pay fixation of the concerned employees is made.
- (c) The Committee also took note of the the Commission's D.O.No.F.41-5/2003(CU) of 26<sup>th</sup> June,2003 and felt that referral of individual cases of ACP scheme to the Commission for approval will create further anomalies in view of the fact that the Cadre Structure and the Recruitment Policies followed in different Central Universities are not identical in nature and that the Commission has not framed the Common Recruitment Rules for the Central Universities till date in which state no uniformity can be established.

Secondly,if the individual cases are referred to the Commission, the settlement of the ACP cases will inordinately take a long time. Moreover, it will become a continuous and unending process due to the fact that every time new individuals will qualify for grant of such benefits and resultantly, the Commission will be burdened unjustifiably with the implementation with such a scheme/work.Hence, since the Executive Council of the University, the highest authority, of the University, has already adopted the ACP Scheme and is competent to sanction and carry out the scheme, it may be allowed to continue its exercise in that direction as per its powers and functions as provided in the University Acts and Statutes. The Committee Resolved that a final reply may be given to the UGC in the above line.

**ITEM NO.6 : Agenda in respect of Library Services.**

The Committee considered the existing cadre structure core pay scales, educational qualifications in respect of Group 'B' and 'C' posts in Library Services and also the representations of Library Attendants and Resolved to recommend as under -

- (a) Since the Library Attendants of the University have been recruited on the prescribed qualifications of Matriculation with some experience in Library works which is equivalent to qualifications for Group 'C' posts, they may be placed in the appropriate core pay scale of Rs.3050-4590/- from the existing pay scale of Rs.2650-4000/- which belongs to Group 'D' posts where the qualifications are much below Matriculation.
- (b) The above placement in the appropriate core pay scale of Rs. 3050-4590/- and the pay fixation thereof may be made on notional basis for the purpose of pay fixation in the pay scale of 1<sup>st</sup> ACP or with reference to the actual basic pay in the actual pay scale drawn on the date of grant of OUM/1<sup>st</sup> ACP, as the case may be, without involving payment of any arrears or recovery of any excess payment.
- (c) The existing Library Attendants may be Re-designated as Junior Library Assistants (JLAs) and the posts held by them may add to the sanction strength of Junior Library Assistants (JLAs) and the cadre of Library Attendant will stand abolished. And the cadre structure of Group 'B' and 'C' posts in Library Services will be 3 tier i.e. Junior Library Assistant, Semi-Professional Assistant and Professional Assistant carrying the core pay scale of Rs.3050-4590/-, Rs.4500-7000/- and Rs. 5500-9000/- respectively.
- (d) The Committee also considered the Recruitment Rules for the posts of (i) Junior Library Assistant (JLA), (ii) Semi Professional Assistant (SPA) and (iii) Professional Assistant (PA) and Resolved to recommend the same as placed at Annexure-I.

**ITEM NO. 7 : Agenda in respect of Laboratory Services.**

The committee considered the existing cadre structure, core pay scales, educational qualifications in respect of Group 'B' and 'C' posts in Laboratory Services and also the representations of Laboratory Attendants and Resolved to recommend as under -

- (a) With a view to streamlining the Cadre Structure of technical posts in the University so as to bring them in a unified pattern of Cadre Structure, the

Technical Posts in Laboratory Services and other Technical posts in other Departments/ Centres at Group 'B' & 'C' level may be classified into two groups viz. Scientific and Non-scientific and the cadre structure may be made 3 tier viz. STA (Scientific) & STA (Non-scientific), TA(Scientific) & TA (Non-scientific) and Laboratory Assistant(Scientific) & Laboratory Assistant(Non-scientific) carrying the core pay scales of Rs. 5500-9000/-, Rs.4500-7000/- and Rs.3050-4590/- respectively. The posts of STA(Scientific), TA(Scientific) and Laboratory Assistant (Scientific) may include all such posts that are available in Science Departments/ Centres and the posts of STA.(Non-scientific), TA.(Non-scientific) and Laboratory Assistant (Non-scientific) may include the rest of the Posts available in the University Departments/Centres other than Science departments/Centres and Recruitment Rules for the above categories of employees may be framed accordingly.

- (b) Since the existing Laboratory Attendants of the University have been recruited on the prescribed qualifications of Matriculation or equivalent with Science and having experience in handling Scientific Appliances, Glasswares and Chemicals which is equivalent to the qualifications for Group 'C' posts and as such, they may be placed in the appropriate core pay scale of Rs.3050-4590/- from their existing pay scale of Rs.2650-4000/- which belongs to Group 'D' posts where the qualifications are much below Matriculation. Further, with the above placement in the appropriate Core Pay Scale, the said Laboratory Attendants may be re-designated as Laboratory Assistants.
- (c) The above placement of Laboratory Attendants in the appropriate core pay scale of Rs.3050-4590/- and the fixation of pay thereof may be made on notional basis for the purpose of pay fixation in the pay scale of 1<sup>st</sup> ACP or with reference to the actual basic pay in the actual pay scale drawn on the date of grant of the pay scale of OUM/ 1<sup>st</sup> ACP, as the case may be, without involving payment of any arrears or recovery of any excess payment.
- (d) The Committee also considered the Recruitment Rules for the posts of (i) Laboratory Assistant, (ii) Technical Assistant and (iii) Senior Technical

Assistant, Scientific and Non-scientific, and Resolved to recommend the same as placed at Annexure-II. As regards the Qualifications and Duties and responsibilities computable to the said qualifications in respect of the posts belonging to the Non-scientific groups, the same may be obtained from the concerned Head of the Departments/Centres and the same may be incorporated in the respective Appendices to these Rules.

**ITEM NO. 8 : Agenda in respect of Services in USIC.**

The Committee considered the Cadre Structure, Core Pay Scales, Educational Qualifications in respect of Group 'B' and 'C' posts in USIC Services and also the representations of USIC staff and Resolved to recommend as under -

- (a) The existing Junior Laboratory Assistants viz. (i) Shri. B.B. Lama, (ii) Shri. B. Singh and (iii) Shri. P.N. Sarma may be designated as Laboratory Assistant USIC w.e.f. 1/1/96 in the pay scale of Rs. 4000-6000/-, purely on personal basis without any change in their existing duties and responsibilities and may be granted, if admissible, the OUM/ 1<sup>st</sup> ACP in the pay scale of Rs. 4500-7000/- and 2<sup>nd</sup> ACP in the scale of Rs. 5500-9000/- alongwith the existing Laboratory Assistants. However, when the above posts are relinquished by them, the same will be classified as the posts of Laboratory Assistant (Non-scientific) in USIC in scale of Rs. 3050-4590/-.
- (b) And the existing 3(three) posts of Laboratory Assistants in USIC, on their relinquishment by the present incumbents viz. Shri. E.P. Sarma, Shri. S.N. Sarma and Shri M.C. Das, will stand upgraded and add to the total sanctioned strength of the post of Technical Assistant (Non-scientific) in USIC in the pay scale of Rs. 4500-7000/- totalling to 4(four) posts.
- (c) In the case of re-designation/placement of the existing Junior Laboratory Assistant in USIC in the pay scale of Rs. 4000-6000/-, the fixation of pay may be made on notional basis for the purpose of pay fixation in the pay scale of OUM/ 1<sup>st</sup> ACP or with reference to the actual basic pay in the actual pay scale drawn on the date of the grant of the scale of OUM/ 1<sup>st</sup> ACP, as the case may be, without involving payment of any arrears or recovery of excess payment.

- (d) With the above re-designation, there will be three core pay scales operative in USIC in respect of the post of Laboratory Assistant (NS), Technical Assistant(NS) and STA(NS) i.e. Rs.3050-4590/-, Rs.4500-7000/- and Rs.5500-9000/- respectively. The pay scales of 1<sup>st</sup> ACP and 2<sup>nd</sup> ACP in respect of the existing Laboratory Assistants(NS) as well as the future recruits to the post will be Rs.4500-7000/- and Rs.5500-9000/- respectively, subject to fulfilment of the other terms and conditions of the scheme. As regards the existing Laboratory Assistants and the re-designated Laboratory Assistants in the pay scale of Rs.4000-6000/-, the same may be treated as purely personal to them.
- (e) With the above cadre restructuring, the posts at group 'B' and 'C' level in USIC will fall in line with Recruitment Rules for the posts at the said level in Laboratory services, and therefore, the same may be called more appropriately "Recruitment Rules for the Laboratory and other technical Services in the University". The Committee Resolved that after the re-designation/placement in the higher scale under OUM/ACP, no further representation from these 6(six) incumbents will be entertained.

#### ITEM NO. 9: Agenda in respect of Secretarial Services

The Committee considered the Cadre Structure, Core Pay Scales, Educational Qualifications and Recruitment Rules in respect of group 'B' & 'C' posts in Secretarial Services and Resolved to recommend as under :-

- (a) The existing cadre of Sr. Personal Assistant, in the core pay scale of Rs.6500-10500/- may be re-designated as Private Secretary in terms of the provisions contained under GLDPT/OM-No.35034/1/97-Est(D), dated 11.04.2001. Further, one out of the total sanctioned posts of the so re-designated post of Private Secretary may be upgraded to the level of Sr. Private Secretary, carrying the pay scale of Rs.7500-250-12000/-. The post upgraded as Sr. Private Secretary may be filled up by placing one of the existing incumbents from the cadre of the said Private Secretary drawing the pay scale of Rs.6500-10500/- and having minimum Qualifying Service of 3(three) years in the grade of P.S may be placed in the said upgraded post/ pay scale with a view to providing secretarial

assistance to the Vice Chancellor, who is the lone Officer in the University at the level of Additional Secretary to the Govt. of India in terms of the provisions contained in the aforesaid OM dated 11.01.2001 read with G.J.Deptt of Telecom; Cir. Lr. No. I-1(74)/97-PAT. dated 27.04.2001. For the purpose of such placement/upgradation the selection of an incumbent shall lie at the discretion of the Vice Chancellor.

- (b) The pay scales of 1<sup>st</sup> ACP and 2<sup>nd</sup> ACP for the Sr. Private Secretary will be Rs. 10000-15200/- and Rs. 12000-16500/- respectively, for the Private Secretary it will be Rs. 8000-13500/- and Rs. 10000-15200/- respectively; for Personal Assistant it will be Rs. 6500-10500/- and Rs. 8000-13500/- respectively; and for the Stenographers it will be Rs. 5500-9000/- and Rs. 6500-10500/- respectively.
- (c) The Committee also considered the Recruitment Rules for the posts of (i) Stenographer (ii) Personal Assistants & (iii) Private Secretary and Resolved to recommend the same as placed at Annexure III.

**ITEM NO.10: Implementation of Modified Promotion Scheme for Staff Car Drivers.**

- (a) Consequent upon the approval of the Executive Council to the Modified Promotion Scheme for Staff Car Drivers vide its Resolution No. (EC/114/2002:6:6(ii)), the Committee considered the placement/promotion of the University Drivers to the respective grades viz (i) Special grade carrying the pay scale of Rs. 5000-8000/-, (ii) Grade-A carrying the pay scale of Rs. 4500-7000/-, (iii) Grade-B carrying the pay scale of Rs. 4000-6000/- and (iv) Ordinary Grade carrying the pay scale of Rs. 3050-4500/- and Resolved to approve the same as per Annexure-A. The same may be implemented.
- (b) With the implementation of the above said promotion scheme, the University drivers will fall out of the purview of the A.C.T Scheme and the same will not be applicable to them in terms of UGC's letter No. P-11-12/97(CU) of 4<sup>th</sup> January, 2002.

ITEM NO. 11. Amendments to the Recruitment Rules for the post of Assistant Registrar

(a) The Committee considered the contents of the NBHUNSA's letter No. 03/17733/23-2, dated 8.7.03 proposing certain amendments to the Recruitment Rules for the post of Assistant Registrar as earlier approved vide Executive Council's Resolutions No. EC/118:2002 0.6 (iv) & (v) read with Resolution No. EC/118:2003:3 (vii) and notified vide Notification No. P.277/CRC/99(Vol-I)/ 749, dated 26.08.2003 and Resolved to recommend the amendments as under:-

<u>Existing Provisions</u>	<u>Provisions after proposed amendments</u>
<p><u>Clause 2(b)</u> Total strength of the posts filled up is ELEVEN</p>	<p><u>Clause 2(b)</u> All the ELEVEN posts are in operation.</p>
<p><u>Clause 11(B)(IV)(d)(i)</u> Less than six months to be ignored.</p>	<p><u>Clause 11(B)(IV)(d)(i)</u> Less than six months to be ignored for the purpose of these clauses, the service will be counted upto the last date of the month preceding the month in which a D.P.C. sits.</p>
<p><u>Clause 11(B)(IV)(c)</u> The mode of promotion to the post in the University shall be SENIORITY CUM MERIT.</p>	<p><u>Clause 11(B)(IV)(c)</u> The mode of promotion to the post in the University shall be MERIT CUM SENIORITY.</p>
<p><u>Clause 11(B)(II)(c)</u> ELIGIBILITY:</p>	<p><u>Clause 11(B)(II)(c)</u> ELIGIBILITY:</p>
<p>(i) A Section Officer will become eligible to be considered for promotion to the post in the University provided that he/she has completed eight years regular service including officiating or ad-hoc service without break. A Section Officer on or before 17 January immediately preceding the date of the meeting of the D.P.C.</p>	<p>(i) A Section Officer will become eligible to be considered for promotion to the post in the University provided that he/she has completed 50/50 years regular service including officiating or ad-hoc service without break, as Section Officer up to the last date of the month preceding the month in which D.P.C. sits</p>
<p><u>Clause 13(A) SELECTION COMMITTEE</u></p>	<p><u>Clause 13(A) SELECTION COMMITTEE</u></p>
<p>(a) Vice-Chancellor Chairman of the Visitor</p>	<p>(a) Vice-Chancellor Off. Sec. Most Learned</p>
<p>(b) Chairperson Member</p>	<p>(b) Chairperson Member</p>

(iii) Three experts in the field not in the service of the university to be nominated by the Executive Council.	-do-	(iii) Three experts in the field not in the service of the university to be nominated by the Executive Council.	-do-
(iv) Registrar	-do-	(iv) Registrar	-do-
(v) Librarian and Controller of Examination or Finance Officer	-do-	(v) Librarian or Controller of Examination or Finance Officer as nominated by the Vice-Chancellor	-do-
<u>Clause 11(B)(V)(c)</u>		<u>Clause 11(B)(V)(c)</u>	
For Seniority in the cadre of Section Officer 20 marks weightage @ 2(two) marks per year of service rendered in excess of the minimum eligibility period of 8(eight) years subject to maximum of 20 marks. For this, the broken period in excess of 1(one) year may be treated as under		For Seniority in the cadre of Section Officer 20 marks weightage @ 2(two) marks per year of service rendered in excess of the minimum eligibility period of 5(five) years subject to maximum of 20 marks. For this, the broken period in excess of 1(one) year may be treated as under	

(b) Further, the Committee also noted that the Recruitment Rules for the posts of Deputy Registrar, Director College Development Council, Assistant Editor and System Analyst which were earlier recommended by the Committee for approval by the Executive Council but as decided by the Council vide Resolution No. EC/115/2003.6:6:9 (iii), adopted in its 113<sup>rd</sup> meeting held on 16<sup>th</sup> Mar, 2003, the said Rules were forwarded to the University Grants Commission for comments vide letter No P.2-1/CRC/19/Wd/H/123 dated 21<sup>st</sup> June 2003 followed by reminders. However, no reply has been received from the Commission till date although a period of more than two and half months have passed. The Committee felt that the University is amenable to the Parliament on the matter under reference, and therefore strongly recommends that the Commission may be intimated giving one month's time during which if no comments are received the University will presume that the Commission have no comments and the Rules will be implemented. The Committee also felt that finalisation of Recruitment Rules in the University itself is of urgent importance to be over the day-to-day complications/problems faced in the matter of recruitments/promotions etc., especially because there is no likelihood that the UGC will be in a position to finalise the Common Recruitment Rules for all the Central Universities in the near future and the matter may take years. Hence, the Committee strongly holds that it is highly

necessary for the University to have its own Recruitment policy so as to settle the immediate related issues till such time that the Commission provides the Common Recruitment Rules.

**ITEM NO.12 : Provision of Duties and Responsibilities attached to a post in the Recruitment Rules with reference to USIC and others.**

The Committee considered the issue relating to the provisions of duties and responsibilities attached to a post for the purpose of Recruitment Rules and Resolved to recommend that the same may be obtained from the concerned Head of the Departments/Centres and reflected in the Recruitment Rules.

**ITEM NO.13: Redesignation of the existing Technical Assistants appointed/promoted after 1.1.96 as Technical Assistants w.e.f.1.1.96 when they were holding the post of Laboratory Assistants.**

- (a) The Committee considered the issue relating to the re-designation of the existing Technical Assistants who were appointed to the post of Technical Assistant after 1.1.96 as Technical Assistants w.e.f.1.1.96 when they were holding the posts of Laboratory Assistants as done earlier in the case of other Laboratory Assistants and their placement in the core pay scale of Technical Assistants i.e. Rs.4500-7000/- and Resolved to recommend the same.
- (b) Consequent upon the above re-designation, the fixation of pay may be made on notional basis w.e.f. 1.1.96 and pay be allowed w.e.f. the actual date of appointment/promotion to the post of Technical Assistant. The pay fixation on grant of 1<sup>st</sup> ACP/2<sup>nd</sup> ACP, if admissible will be as per normal rules as provided under the ACP Scheme.

**ITEM NO.14: Hierarchy of pay scales for the purpose of grant of 1<sup>st</sup> ACP and 2<sup>nd</sup> ACP to the incumbents in various services.**

The Committee considered the issue relating to the hierarchy of pay scales for the purpose of grant of the pay scales of 1<sup>st</sup> ACP and 2<sup>nd</sup> ACP and Resolved to recommend the same will be as per the hierarchy of Cadre Structure and core pay scales in terms of the Recruitment Rules for the respective services.

**ITEM No. 15: Rationalisation of the Core Pay Scales vis à-vis admissible pay scales under 1<sup>st</sup> ACP/2<sup>nd</sup> ACP in respect of the Group 'D' employees.**

The Committee considered the issue relating to the Core Scales of Pay as well as the pay scales of the 1<sup>st</sup> ACP and 2<sup>nd</sup> ACP in respect of Group 'D' employees of the University and Resolved to recommend as under :-

- (a) The Committee Resolved that 3(three) core scales of pay will be in operation in respect of Group 'D' employees which will be applicable to the following categories :

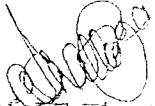
Category	Core Pay Scales	Posts
1	Rs. 196-232/- or Rs. 750-940/- or Rs. 2550-3200/-	Peon, Chawkidar, Mali, Cleaner, Safaiwala, Attendants (all categories irrespective of their posting/ duties attached) etc.
2.	Rs. 210-290/- or Rs. 800-1150/- or Rs. 2650-4000/-	Cook, Duffry etc
3.	Rs. 225-308/- or . Rs. 825-1200/- or Rs. 2750-4400/-	Dresser, Press Attendant etc. and such Attendants who are required to have some Technical knowledge.

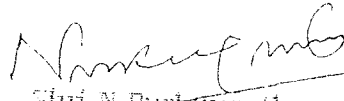
- (b) The Committee Recommended that the applicable scale of pay for those Gr. 'D' employees where Core Pay scales falls under category 1. above will be granted the benefit of OUM/ 1<sup>st</sup> ACP in the pay scale of Rs. 800-1150/- (Rs. 2650-4000/- Revised) and those Gr- 'D' employees falling under category 2. above will be granted the benefit of OUM/ 1<sup>st</sup> ACP in the scale of Rs. 825-1200/- (2750-4400/- Revised). However, for the purpose of grant of 2<sup>nd</sup> ACP/2<sup>nd</sup> Upgradation the scale of pay will be Rs. 3050-4590/- for both the categories.

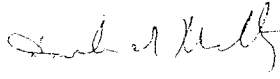
- (c) In the case of Gr-'D' employees falling under category 3, above the pay scale of OUM/1<sup>st</sup> ACP will be 950-1400/- (Rs.3050-4590/- revised) and for the 2<sup>nd</sup> ACP/2<sup>nd</sup> upgradation the pay scale will be Rs. 4000-6000/-.

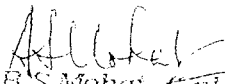
Lastly, the Committee observed that all the recommendations as made by it relate to issues which are urgent in nature as they relate not only to the implementation of the benefits of the ACP Scheme in respect of the Non-teaching Employees of the University which has been delayed but also to the Recruitment and Promotion Policies at various levels which require to be implemented urgently to settle the immediate issues of Administration and Establishment. Therefore keeping in view the exigency of the matter, the Committee Resolved to recommend that the Vice Chancellor may like to approve the above recommendations and pass necessary orders for immediate implementation of the same. However, the matter may be reported to the Executive Council for ratification.

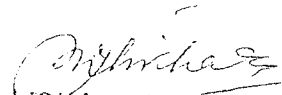
The meeting ended with a Vote of Thanks to the Chair.

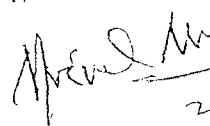
  
Prof. J.B. Bhattacharjee  
Chairman

  
Shri. N. Purkayastha  
Convener

  
Prof. D.T. Khathing  
Member

  
Shri B.S. Mohan (Spl. Invitee)  
Asst. Registrar, CRC

  
Madhukhar (Spl. Invitee)  
Section Officer, CRC

Approved.  
  
22/9/15

□□□□□□□□

## 6:6 - SERVICE CONDITION/FINANCIAL &amp; OTHER BENEFITS

- (i) Settlement of anomalies in the Scales of pay/cadre structure of the Non-teaching employees vis-à-vis Grant of benefits under the Assured Career Progression (ACP) Scheme and framing of Recruitment Rules thereof.

EC: 117:2003:6:6(i): (a) The Council considered the Settlement of anomalies in the Scales of pay/cadre structure of the Non-teaching employees vis-a-vis Grant of benefits under the Assured Career Progression (ACP) Scheme and **RESOLVED** to approve the same. (b) The Council Considered the Draft Recruitment Rules for Assistant Registrar, JLA, SPA, Professional Assistant, Lab Assistant, TA, STA, Steno, PA, PS and **RESOLVED** to approve the same. (c) The Council considered the amendment in the Recruitment Rules for Assistant Registrar and **RESOLVED** that a Section Officer will be eligible to be considered for the promotion to the post of Assistant Registrar in the University provided that he/she has completed 8(eight) years of Regular Service. (d) The Council approve the replacement of Visitor's nominees by the seniormost Professor in all selection committees of Group A officers which were non statutory. (e) The Council further **RESOLVED** that a Committee may be constituted for rationalisation of the designations of Group-D employees as suggested under Item No.15.

- (ii) Common Recruitment Rules for the Central Universities.

EC: 117:2003.6.6(ii) The Council considered the matter relating to Common Recruitment Rules for the Central Universities and **RESOLVED** that University Grants Commission may be requested to forward the said Recruitment Rules by February, 2004. It was further **RESOLVED** that, beyond February, 2004, in the absence of Common Recruitment Rules from the University Grants Commission, the University may go ahead with the Recruitment Rules framed by NEHU.

- (iii) Pay protection in respect of Dr. M. Hazarika, Reader in Education, NEHU, Shillong.

EC: 117:2003:6:6:(iii) The Council considered the Pay protection to Dr. M. Hazarika, Reader in Education, NEHU, Shillong and **RESOLVED** to accept the proposal that his salary be protected and in addition five advance increments be given to him. However, qualification increments will not be applicable in his case.



UNIVERSITY GRANTS COMMISSION  
 BAHADURSHAH ZAFAR MARG  
 NEW DELHI - 110 002  
 भारतीय विद्या ऋषि  
 विद्यायाः ऋषिः

No F 6-7/97(CU/JCRC)

10<sup>th</sup> March, 2006

The Registrar  
 North Eastern Hill University  
 NEHU Campus  
 Shillong - 793 022.

13 MAR 2006

Sub: The guidelines to resolve the disparities in existing pay scales of non-teaching staff arising out of OTUM and implementation of Assured Career Progression (ACP) Scheme in Central Universities/Deemed to be Universities and Delhi Colleges - Regarding.

Sir/Madam,

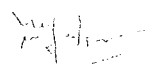
The Joint Cadre Review Committee (JCRC) constituted by UGC, at the instance of MHRD, Government of India, submitted its interim report to MHRD for consideration. The interim report submitted by JCRC contained (i) the recommendations regarding measures to be taken for removal of existing anomalies in pay scales in Central Universities/ deemed to be universities arising out of unauthorized financial upgradations granted to the employees by some universities and (ii) details of 24 tentative cadres proposed by the JCRC for non-teaching staff in these institutions.

2. The recommendations made by the Joint Cadre Review Committee (JCRC) regarding measures to be taken for removal of the existing anomalies in scales of pay have been examined in the Ministry of Human Resource Development in consultation with the Ministry of Finance (Department of Expenditure) and Department of Personnel & Training. MHRD has conveyed the following guidelines vide its letter No.F.19-97/2003-Desk (U) dated 22<sup>nd</sup> December, 2005 for strict compliance by all the Central Universities, UGC maintained deemed to be Universities and Delhi Colleges :-

- (a) The cut-off date of 31.12.1998 for termination of implementation of One Time Forward Movement (OTUM) in respect of non-teaching staff (Group B, C and D employees) as already worked could be uniformly applicable to all the Central Universities, UGC maintained deemed to be universities and Delhi Colleges. If any University/College has granted financial upgradation to its employees under OTUM beyond 31.12.1998, the same should be withdrawn and responsibility for the same should be fixed.
- (b) As on 31.12.98, if an employee was already allowed two or more financial upgradations, s/he shall not be eligible for any further financial upgradation during his/her career. If the employee was allowed only one financial upgradation before 31.12.98, s/he shall be eligible for the 2<sup>nd</sup> financial upgradation under ACP Scheme, after specified span/period of 24 years of service in accordance with the ACP Scheme introduced by Government of India vide Department of Personnel and Training, Jy. No. 150/31-137/2001 (D) dated 9<sup>th</sup> August, 1999.

- (iii) After the cut off date of 8.4.1998, the ACP Scheme introduced by the Govt. of India, vide DOP&T's O.M. No.35034/1/97-Es(I)(D) dated 9.8.99, only would be implemented by the Universities/Colleges with effect from 9.8.1999 provided the ACP Scheme has been adopted by the Universities/Colleges with the approval of their respective Finance Committees/ Executives Councils. While the Universities/ Colleges are free to adopt the ACP Scheme in toto with effect from 9.8.99 or any date subsequent to that, if they so desire, the ACP scheme shall not be implemented by any University/College with effect from a date prior to 9.8.1999. During the intervening period, i.e. 8.4.1998 to 9.8.99 no scheme of financial upgradation would be in operation in any University / College.
- (iv) If any employee had already been given more than two financial upgradations before 8.4.98, the additional financial upgradation(s) given will stand withdrawn with effect from 8.4.98 and her/his pay would be fixed at the appropriate stage in the appropriate relevant scale as if she/he was given only two financial upgradations. However, the pay she/he was drawing as on 8.4.98 shall be protected by allowing the difference between the pay as may be fixed at the appropriate stage in the relevant approved scale of pay as stated above and the pay she/he has been drawing as on 8.4.98, as personal pay to be adjusted against future increments.
- (v) Since the cut off date for termination of implementation of OTUM in central autonomous institutions fixed by the Government was 8.4.98, it would have to be ensured that all recruitments made on or after 8.4.98 are only in the core scale of pay prescribed by the UGC/Government.
3. The instructions relating to the One Time Upward Movement scheme (OTUM) as contained herein are applicable only to those institutions where the scheme (OTUM) was extended by UGC.
4. The Joint Cadre Review Committee (JCRC) is engaged in finalizing detailed uniform service conditions for the proposed 24 generic cadres and will be submitting its report in due course. In the meanwhile, you are requested to initiate the necessary action for implementation of the above mentioned guidelines under intimation to UGC at the earliest.
5. Any anomalies, if any arising out of implementation of the above approved guidelines, may be referred to UGC for further consideration by Joint Cadre Review Committee.

Yours faithfully,

  
( M.S. YADAV )  
Coordinator  
Ph.: 23237178

6:6:5(35)

20

134<sup>th</sup> EC. held on  
18.6.2008

- (ii) Pensionary benefits in respect of Dr. A.N. Jaiswal, former Professor, Department of Psychology, erstwhile Mizoram Campus.

NO:EC:134:2008:6:6:(ii): The Council considered the pensionary benefits in respect of Dr. A.N. Jaiswal, former Professor, Department of Psychology, erstwhile Mizoram Campus and RESOLVED to approve that pensionary benefits be processed as per rules after reconstructing the service book and leave account based on available records.

- (iii) 1.(a) Grant of 2<sup>nd</sup> financial up-gradation (ACP) to the University employees after completion of 16 years from the date of the grant of the first financial up-gradation /upward movement (8+16) years, as well as 12+12) years ACP Scheme.

- (b) The effective date of implementation of the ACP Scheme to be made effective from the GOI date 9.8.1999 instead of the EC date from 4.4.2001.

2. Information to the EC on the (8+12) year ACP benefit kept in abeyance as per the 114<sup>th</sup> & 115<sup>th</sup> EC.

NO:EC:134:2008:6:6:(iii): The Council RESOLVED to approve the effective date of implementation of the ACP Scheme from 09.08.1999 as per UGC letter. Regarding the 8-12 years ACP benefit, the Council RESOLVED that the matter be kept in abeyance as decided earlier.

- (iv) Remuneration aspects of the teachers for holding additional responsibilities in addition to their normal duties.

NO:EC:134:2008:6:6:(iv): The Council considered the remuneration aspects of the teachers for holding additional responsibilities in addition to their normal duties and RESOLVED to approve the remuneration rates of the following. The Council also decided that remuneration rates and other benefits be provided for one position only (under Sl. No. 2 below) if a person holds more than one position.

- |  |                 |
|--|-----------------|
| 1. For Wardenship  | Rs.1,000/- p.m. |
| 2. For the other position viz. DSW,<br>In-charge Publication, Public Relation Officer,<br>Proctor, NSS Co-ordinator, In-charge<br>Placement Cell, In-charge Sports,<br>Editor, NEHU News, Co-ordinator IQAC<br>In-charge DATA Voice Network. | Rs.1,500/- p.m. |

24/5/11

- (iv) Regularisation of cases under Assured Career Progression (ACP) Scheme for switching over to Modified Assured Career Progression (MACP) Scheme.

NO:EC:146:2011:6:6:(iv): The Council considered the recommendation of the LCRC on Regularisation of cases under Assured Career Progression (ACP) Scheme for switching over to Modified Assured Career Progression (MACP) Scheme and RESOLVED that all those who completed 12 years after the first ACP and are eligible prior to March 2006 will be processed for the 2<sup>nd</sup> ACP in terms of letter D.O.No.F.31-8/97(CU) dated 25<sup>th</sup> June, 2002 from the Chairman UGC to the Delhi University. In all other cases, except those falling under MACP, the 1<sup>st</sup> ACP will be after 12 years and 2<sup>nd</sup> ACP after 24 years of service. Any cases of preponement will be considered only if they fulfill 12 year/24 year criteria.

- (v) Discontinuance of HASA

NO:EC:146:2011:6:6:(v): The Council considered the UGC's letter asking the University to stop HASA since HASA and SDA cannot be paid together. After thorough examination of the issue and having checked the facts:-

- (i) that NEHU has an Ordinance duly approved by the Visitor for payment of HASA over and above all other allowances,
- (ii) that IAS/IFS personnel of North-East cadre posted in North-East Region are being paid SDA along with special allowances of 25% through DOPT order and,
- (iii) that the only difference in HASA and Special Allowance is that while Special Allowance is being paid along with SDA through a DOPT order, NEHU pays HASA along with SDA by virtue of Ordinance

The Council RESOLVED that SDA and HASA can be paid together if either of them are mutually exclusive.

28/6/11

6:6:5 (37)

ANNEXURE-XI

(iv) Regularization of cases under Assured Career Progression (ACP) Scheme and representation of JHUNSA dated 24.6.2011.

NO:EC:147:2011:6:6:(iv): In view of the letter dated 13.3.2006 from UGC, the Executive Council RESOLVED that it is unable to agree to the representation of JHUNSA. Any grievances resulting from the UGC letter of 13.3.2006 may be brought to the notice of UGC with full justification.

6:6:5 (38)

ANNEXURE-XII

STAFF POST

पूर्वोत्तर-पर्वतीय विश्वविद्यालय  
No. 13 Eastern Hill University  
Shillong (Distt) 793 022, India



आचार्य अमर नाथ राय  
Professor A.N. Ray  
कुलपति  
Vice-Chancellor

DO No. F.2-15/CRC/2011 (Vol.III) - 179  
Dated, the 11<sup>th</sup> August, 2011

Dear

Greetings from Shillong. I take this opportunity to highlight some pertinent issues relating to the ACP Scheme concerning our Non Teaching employees consequent upon the adoption of One Time Upward Movement (OTUM), which could not be settled, hence long over due.

The University had implemented the OTUM Scheme wef 1.1.85 in respect of the Non Teaching employees and under the scheme one financial upgradation was granted to the eligible employees upto 8.4.98. Subsequently, the ACP Scheme was approved by the Govt. of India wef 9.8.99 and for implementation of the same, guidelines were forwarded vide Commission's letter No. F.30-9/99 (CU) dt. 18.12.2000. Meanwhile, based on the DO letter of Prof. Arun Migavekar, the then Vice-Chairman of UGC (DO letter No.F.31-8/97(CU) dt. 25.6.02) to the Delhi University, our University after carrying out a thorough examination by a High Powered Committee, the Executive Council approved to grant the Second Financial Upgradation on completion of 12 (twelve) years from the date of grant of OTUM/First ACP. Before implementation, this decision of the University was duly communicated to the Commission by my predecessors (copy enclosed for ready reference). However, receiving no response from the Commission, the University implemented the above decision whereby 80% of the concerned employees have already been granted the Second Financial Upgradation under the ACP Scheme on completion of 12 years of service from the date of grant of OTUM.

Further, I would like to draw your kind attention to para 11 (viii) of the revised guidelines forwarded by the Commission to the University under letter No. F.41-5/2003 (CFC) dt. 14.7.10, for implementing and settling all ACP cases on its own. Hence, the Commission has duly agreed to the grant of 2 (two)

financial upgradations under the scheme of OTUM or any other scheme as on 8.4.98; i.e. 2 (two) financial upgradations within a span of 16 years (8+8), which has never been implemented in this University. In fact, in our University, we are required to settle only the remaining 20% of the ACP cases under 8+12 pattern which is in consonance with the Commission's letter dt. 25.4.02.

As expected, there is resentment amongst the remaining 20% employees who have not been given same treatment of allowing benefit under 8+12 scheme. The anxiety of the employees seems rational as there will be discrimination amongst similarly placed employees in our University.

Further, I would like to emphasize that the Modified Assured Career Progression (MACP) Scheme envisages for grant of 3 (three) financial upgradations to an employee in a span of 30 years (i.e. 10<sup>th</sup>, 20<sup>th</sup> & 30<sup>th</sup> year). Thus, the proposed second financial upgradation on completion of 12 years from the date of OTUM (i.e. 8+12 pattern) shall be adjusted while we implement the MACP Scheme.

I would, therefore, request the Commission to allow this University to grant the Second Financial Upgradation on completion of 12 years from the date of grant of OTUM for the remaining cases, which is genuinely required so as to avoid discrimination amongst the similarly placed employees and also any possible legal complications.

Yours sincerely,



A. N. Rai

Prof. Ved Prakash  
Chairman  
University Grants Commission  
Bahadurshah Zafar Marg  
New Delhi - 110 002

6:6:5 (40)

ANNEXURE-XIII



पूर्वोत्तर-पर्वतीय विश्वविद्यालय  
पू. नं. डि. वि. अखि. किरांग - 793 022 (मेघालय)  
**North-Eastern Hill University**  
NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone  
Grants NEHU

No.F.2-15/CRC/2010 (Vol.III) - 206

Dated, the 10<sup>th</sup> October, 2011

To  
Dr (Mrs) Renu Batra  
Joint Secretary  
University Grants Commission  
Bahadurshah Zafar Marg  
New Delhi - 110 002

Sub: Settlement of ACP cases in respect of Non Teaching employees under 8+12 pattern.

Madam,

I am directed to refer to the DO letter No.F.2-15/CRC/2010 (Vol.III) 178 dt. 11.8.11 (copy enclosed for ready reference) from the Vice-Chancellor, NEHU, regarding settlement of the remaining cases for grant of financial upgradation to the Non Teaching employees falling under 8+12 pattern upto 31.8.08 and to request you kindly to expedite the matter.

Thanking you.

Encls: a.a.

Yours faithfully,

(L. Roy)  
Registrar

Copy to:

The S.P.S. to the Vice-Chancellor, NEHU, Shillong, for favour of kind information of the Vice-Chancellor.

6:6:5 (41)

SPEED POST

ANNEXURE - XIV



पूबोत्तर पर्वतीय विश्वविद्यालय  
पू. प. विदि. परिसर, शिल्लोंग-७९३०२२ (मेघालय)  
**North-Eastern Hill University**  
NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :  
Grants : NEHU

Prof. A N Raj  
Vice-Chancellor

DO No. F.2-15/CRC/2010 (Vol.III) - 245  
Dated, the 17<sup>th</sup> November, 2011

Dear *Ved Prakash ji*,

Greetings from NEHU.

I would like to invite your kind attention to my DO letter No. F.2-15/CRC/2010 (Vol.III) 178 dt. 11.8.11 and followed by a reminder sent by the Registrar to Dr (Mrs) Renu Batra, Joint Secretary, vide even No.206 dt. 10.10.11 emphasizing the necessity for implementation of ACP Scheme in respect of the remaining Non Teaching employees of the University upto 31.8.2008 under 8+12 pattern. Copies of the aforesaid letters are enclosed for ready reference.

The University has not received any communication for settlement of the issue. You will agree that, delay in settlement of ACP cases will have an adverse effect due to resultant delay in implementation of MACP Scheme especially against the background of mounting anxieties among the affected employees.

May, I therefore, once again request you for a positive response on the matter so that the University could settle all the pending ACP cases and implement the MACP Scheme without further delay.

*With best personal regards.*

Yours sincerely,

(A N Raj)

Prof. Ved Prakash  
Chairman  
University Grants Commission  
Bahadurshah Zafar Marg  
New Delhi - 110 002

6:6:5 (42)

ANNEXURE - XV

Memorandum to His Excellency the Vice-President of India

Dated the 30<sup>th</sup> September 2011

Shri M. Hamid Ansari Ji  
His Excellency The Vice President of India

Subject: Discrimination in Grant of 2<sup>nd</sup> ACP to the Employees of NEHU who received a One Time Upward Movement (OTUM).

Your Excellency,

On behalf of The North Eastern Hill University Non-Teaching Staff Association (NEHUNSA), Shillong, we would like to extend our heartiest welcome to you on the occasion of the Nineteenth NEHU Convocation, 2011.

Sir, we would like to bring to your kind notice the following clear case of discrimination by UGC/MHRD:

1. With the objective to remove acute stagnation existing amongst the Non-Teaching employees of the Central Universities, the University Grants Commission implemented a Scheme entitled 'One Time Upward Movement (OTUM)' allowing one financial upgradation on completion of 8 years of continuous service in a particular post. The Scheme was operational with effect from 1.1.86 till 8.4.98.
2. Subsequently, the GOI/UGC implemented the 'Assured Career Progression Scheme (ACPS)' effective from 9.8.99 till 31.8.2008, providing 2 financial upgradations, one after 12 years and the 2<sup>nd</sup> after 24 years of service.

6:6:5: (43)

3. UGC stipulated that One Time Upward Movement (OTUM) under the old scheme will count as one ACP and the 2<sup>nd</sup> ACP in such cases will be 12 years from the date of grant of OTUM (Ref: UGC Vice-Chairman's letter No. F. 31-8/97(CU) dated 25<sup>th</sup> June 2002 addressed to Delhi University).
4. While Delhi University was allowed to grant 2<sup>nd</sup> ACP 12 years from the date of grant of OTUM, UGC is insisting that 2<sup>nd</sup> ACP should be 16 years from the date of OTUM for us.
5. The above action on the part of the UGC in granting the special benefit of 8 + 12 pattern of ACP exclusively to Delhi University, while insisting for 8 + 16 for us, is a blatant discrimination against the employees of other Central Universities including NEHU.

We would like to request Your Excellency to help us get justice from UGC/MHRD. For which act of kindness the Non-Teaching employees of NEHU would ever remain grateful.

With deepest regards,

Yours faithfully,



(F. Kharbuli)

President,  
Non-Teaching Staff Association,  
NEHU, Shillong – 793022



(H. Warjri)

Asstt. General Secretary,  
Non-Teaching Staff Association,  
NEHU, Shillong – 793022

6:6:5 (44)

ANNEXURE-XVI

VPS-18/Rep/2011

निदेशक  
DIRECTOR

118784  
Date 21.10.2011



उप-सचिवतालय  
VICE-PRESIDENT'S SECRETARIAT  
नई दिल्ली/NEW DELHI - 110011  
TEL.: 23016344/23016422 FAX: 23018124

03<sup>rd</sup> October, 2011

Madam,

The Hon'ble Vice-President of India was the Chief Guest at the 19<sup>th</sup> Convocation of the North Eastern Hill University on 30<sup>th</sup> September, 2011 at Shillong, at that time a representation was presented to the Hon'ble Vice-President by Non-Teaching Staff Association (NEHUNSA) of the University at Shillong.

The representation in original is being forwarded for your appropriate attention.

Yours Sincerely,

(ASHOK DEWAN)

Ms. Vibha Puri Das  
Secretary (SE & HE),  
Ministry of Human Resources Development,  
Shastri Bhawan, Dr. Rajendra Prasad Road,  
New Delhi

Encl: As above.

Copy to: Shri F. Kharbuli, President, Non-Teaching Staff Association,  
NEHU, Shillong-793 022.

(ASHOK DEWAN)

35/10/11  
कु. परीक्षा कर प्रस्तुत है।  
मंत्र?

उप-सचिव (द. वि. वि.)

24/10

us(P)

6:6:5(45)

ANNEXURE - XVI (a)

By Speed Post

No. F. 8-2/2011-Desk U  
Govt. of India  
Ministry of Human Resource Development  
Department of Higher Education  
Shastri Bhawan

New Delhi Dated 8<sup>th</sup> November, 2011

✓ To,

The Registrar,  
North Eastern Hill University,  
Meghalaya,  
Shillong.

Sub: Representation of Non-teaching Staff Association (NEHUNSA) regarding  
discrimination in granting ACP- reg


Sir,

I am to refer to the subject mentioned above and to enclose herewith a copy of  
DO letter no. VPS-18/Rep/2001 dated 03.10.2011 alongwith enclosures of Sh Ashok  
Dewan, Director, Vice- President's Secretariat.

It is requested that facts on the representation may please be provided at the  
earliest.

Encl: As above

Yours faithfully,



(Ramji Pandey)

Under Secretary to the Govt of India

011-23384412

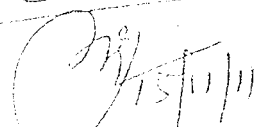
Copy to Dr. (Mrs) Renu Batra, Joint Secretary, UGC, New Delhi alongwith a copy of  
abovementioned documents with request that comments on statements in  
representation may be furnished at the earliest.

(Ramji Pandey)

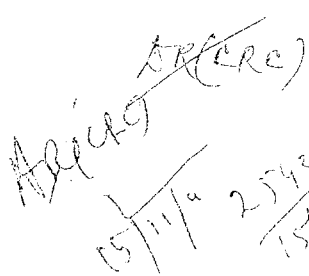
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Speed Post

ANNEXURE - XVII



पूबोत्तर पर्वतीय विश्वविद्यालय  
पू.प. विवि, शिलांग, शिलांग-७९३००२ (मिगलया)  
**North-Eastern Hill University**  
NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :  
Grams : NEHU

No. F.2-15/CRC/2010 (Vol.III)-Part (A)/246,

Dated, the 22<sup>nd</sup> November, 2011

To

Shri Ramji Pandey  
Under Secretary to the Govt. of India  
Ministry of Human Resource Development  
Department of Higher Education  
Shastri Bhawan  
New Delhi

Sub : Representation of Non Teaching Staff Association  
(NEHUNSA) on discrimination in granting ACP -  
Submission of facts, regarding.

Sir,

Kindly refer to your letter No. F8-2/2011-Desk U dt. 8.11.11 on the subject cited above. In this connection, as desired, I am to enclose herewith a self contained note regarding the status of the proposed financial upgradation under 8+12 pattern, along-with relevant Annexure - I to IX.

You are, requested to kindly accord special consideration on the matter at an early date so as to resolve the circumstantial crisis faced by the University.

Encl : a.a.

Yours faithfully,

( L. Roy )  
Registrar

NORTH-EASTERN HILL UNIVERSITY  
SHILLONG

A BRIEF NOTE INDICATING THE FACTS ON THE ACP SCHEME UNDER 8:12 PATTERN  
RELATING TO THE REPRESENTATION OF THE NORTH-EASTERN HILL UNIVERSITY NON  
TEACHING STAFF ASSOCIATION (NEHUNSA) OF N.E.H.U.  
(REF : LETTER No. F.8-2/2011-Desk U DT. 8.11.11)

The University Grants Commission, with the objective to removing acute stagnation and to improve the promotional prospects available for Group - B, C & D level of Non Teaching employees had come up vide letter No. F.22-6/85-NFE dt. 3.2.86 (**ANNEXURE – I**) with an exclusive package entitled 'One Time Upward Movement (OTUM)' under which one time financial upgradation was granted in the promotional hierarchy wef from 1.1.86 to 8.4.98 in respect of employees who have completed 8 years of continuous service in a particular post/scale of pay. Accordingly, our University implemented the scheme in its letter and spirit and employees were granted only one financial upgradation on completion of 8 (eight) years of continuous service.

In between the period from 9.4.1998 till 8.8.1999, no Scheme of financial upgradation was available. However, on the recommendation of the 5<sup>th</sup> C.P.C., the Government of India had introduced a scheme entitled "Assured Career Progression Scheme (ACPS)" with the same objective to mitigate existing stagnation among the Central government employees. The scheme was duly extended by the UGC to the Central Universities including NEHU and was implemented in respect of Group B, C & D employees in NEHU from 9.8.1999. The scheme envisaged grant of 2(two) financial upgradations in the promotional hierarchy whenever an employee completes 12 years and 24 years of regular service, often referred to as First Financial Upgradation (FFU) and Second Financial Upgradation (SFU).

While the University was in the process of implementing the ACPS, the Delhi University & College Karmachari Union vide letter dt. 17.4.03 (ANNEXURE – II) forwarded a copy of the Vice-Chairman, UGC's DO letter No. F. 31-8/97 (CU) dt. 25.2.2002 (ANNEXURE – III) which conveyed the approval in respect of Group B, C & D level employees of Delhi University to grant the benefit of second financial upgradation under ACPS on completion of 12 years from the date of grant of OTUM, after adjusting the benefit granted under OTUM against FFU. In other words, grant of SFU on completion of 20 years of service was approved in respect of those employees of Delhi University who had earlier received one financial upgradation under the scheme of OTUM.

The North-Eastern Hill University Non Teaching Staff Association (NEHUNSA) had pleaded that our University also being a Central University should also follow the same pattern as extended to the Delhi University. The grievance of the Non Teaching employees' Association of this University was placed before the Executive Council in its 113<sup>th</sup> meeting, which constituted a Sub Committee to study the feasibility of the above matter. The sub committee, after deliberation of the issue at length based on Vice Chairman, UGC's letter No. F.31-8/97 (CU) dt. 25.2.2002 made a recommendation with a view to meeting the ends of justice and accordingly, the 117<sup>th</sup> meeting of the Executive Council approved grant of the SFU to the eligible employees on completion of 12 years from the date of grant of OTUM (FFU).

While implementing the above scheme under 8+12 pattern, the UGC was duly intimated of the factual position and decision of the Executive Council of the University on two separate occasions by the former Vice-Chancellors (ANNEXURE – IV & V) to which the University received no response. Accordingly, this University extended the benefit under 8+12 pattern to its concerned employees.

Meanwhile, the UGC vide letter No. F.6-7/97 (CU/JCRC) dt. 13.3.06 (ANNEXURE – VI) directed the University to discontinue with the existing pattern (i.e. 8+12) and instead introduce 8+16 pattern for determining and granting SFU. Accordingly, the University discontinued and kept the pending cases in abeyance wef 1.4.06 as per the resolution of the 134<sup>th</sup> meeting of the EC. By that time, approximately 80% employees were covered under the scheme of 8+12 pattern, with barely 20% employees (approximately 100 in number mainly belonging to the lower rung) yet to be covered.

The above circumstances has resulted in a visible disparity and discrimination vis-à-vis Delhi University as well as amongst the employees similarly placed and belonging to the same cadre, entrusted with the same duties and responsibilities. This gave rise to a sense of frustration among the members of the Non Teaching Staff Association as the University was unable to mitigate their difficulties on its own; the Association took recourse to agitation which seriously affected the functioning of the University. With the University's assurance to take up the issue more actively with the UGC & MHRD, the agitation was suspended. Meanwhile, the Association took advantage of the visit of the Hon'ble Vice-President of India on 30.9.11 on the occasion of the 19<sup>th</sup> Convocation of the University to present a Memorandum of their grievances to the Hon'ble Vice-President of India.

In an endeavour to settle the above mentioned impasse, the Vice-Chancellor, NEHU, had approached the University Grants Commission vide his DO letter No. F.2-15/CRC/2010 (Vol.III)/178 dt. 11.8.11 (ANNEXURE – VII), followed by a reminder from the Registrar, NEHU, vide letter No. F.2-15/CRC/2010 (Vol.III)/206 dt. 10.10.11 (ANNEXURE – VIII) and again a reminder DO letter by the Vice-Chancellor to the Chairman on 17.11.11 (ANNEXURE – IX).

In view of the above, it is clear that with regard to 2<sup>nd</sup> ACP for those promoted under OTUM (as 1<sup>st</sup> ACP), UGC is not extending the same benefit to NEHU as it has done for Delhi University. Therefore, this representation by the NEHU employees to his Excellency, the Vice-President of India should be referred to UGC for comments/explanations why NEHU employees are being discriminated against.

6.6.5(51)

ANNUAL REPORT - XVIII

OFFICE OF THE REGISTRAR  
CADRE REVIEW SECTION,  
ALIGARH MUSLIM UNIVERSITY,  
ALIGARH

D.No. 2750/CR/2008

Dated: 19<sup>th</sup> April, 2008

OFFICE - MEMO

The Executive Council at its meeting held on 8.3.2008 under item No. 15 on the recommendation of the Committee constituted by the Executive Council on 14.7.2007 under item No. 19 has approved that ACP scheme introduced by the Government of India vide letter D.No. 35034/1/97(D) dated 9.8.1999 would be implemented with effect from 9.8.1999, since no scheme of financial upgradation was operational in any University / College during the intervening period from i.e. 9.6.1998 to 8.8.1999. The details of new ACP scheme which is largely on the analogy of Delhi University and Jawaharlal Nehru University will be as follows:-

- a) All the University non-teaching employees in categories B,C and D and isolated posts in Group "A" (reference UGC letter dated 9.8.1999) will be eligible for 1st financial upgradation under ACP scheme over their core pay scale on successful completion of 8 years of regular and satisfactory service.
- b) They will be eligible for 11th financial upgradation under ACP scheme after 13 years from the date of 1st financial upgradation (i.e. after completion of 20 years of regular and satisfactory service).
- c) The employees who have already been given more than two financial upgradation will be allowed to continue in the scale of pay as personal to the incumbents till they quit the posts. Such employees will not be eligible for a further benefit under ACP scheme.

The Vice-Chancellor has approved that the above decision of E.C. be implemented in the university.

(Dr. Nazim Husain Jafri)  
Deputy Registrar  
Cadre Review

D.No. 2750/CR/2008

Dated: 19<sup>th</sup> April, 2008

Copy to:

1. All Heads of the Institutions / Depts. / Offices.
2. Finance Officer / Internal Audit Officer.
3. All Deputy Registrar / Deputy Finance Officer / Deputy Controllers.
4. Deputy Registrar (Vice-Chancellor Secretariat).
5. All Assistant Registrars / Assistant Finance Officers / Assistant Controllers.
6. All General Secretaries of Union Associations.
7. Sr. Private Registrar / Finance Officer / Controller.

6:6:5(52)

ANNEXURE - XIX



पूर्वोत्तर पर्वतीय विश्वविद्यालय

पू. प. विधि. परिसर, शिल्लॉंग-७२३०२२ (मेघालय)

North-Eastern Hill University

NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :

Grams : NEHU

Shri L. Roy,  
Registrar

0364-2550067(O)

0364-2551634(FAX)

No.F.2-15/CRC/2010(Vol.III)/Part-A- 272

Dated the 26<sup>th</sup> March, 2012.

To

The Registrar,  
Aligarh Muslim University,  
Aligarh.

Sub: Scheme on Financial Up-gradation.

Sir,

With reference to the above, I am to say that it appears from the decision dated 8.3.2008 of the Executive Council of your University that the ACP Scheme viz. First Financial Up-gradation after 8 years and Second Financial Up-gradation after 12 years of regular and satisfactory service has been approved by your University as per your Office Memorandum No.2750/CR/2008 dated 19<sup>th</sup> April, 2008. From the above O. M., it also appears that the Vice-Chancellor, AMU had duly approved the above decision of the Executive Council for implementation in your University.

It will be highly appreciated if you could kindly confirm at the earliest whether the same is being implemented in your University.

Yours faithfully,

(L. Roy)  
Registrar

6:6:5(53)

ANNEXURE-XX

ASST REGISTRAR



ALIGARH MUSLIM UNIVERSITY  
ALIGARH-202 002  
U.P. (INDIA)

No. 744/CR/2012

Dated 18/4/12

Registrar  
North eastern Hill University  
NEHU Campus  
Shillong

Subject: Scheme on financial Upgradation

Sir,

I am directed to refer to your fax letter No. F 2-15/CRC 2010 (Vol. II) No. 272 dated 26.3.2012 on the above subject and to inform you that the decision dated 8.3.2008 of B.C. of this University as well as Office Memo 2750/CR. 106 dated 19.4.2008 had been withdrawn on the directives of the UGC. The ACP Scheme is being implemented in the University on the guidelines of Govt. of India, Department of Personnel and Training, New Delhi, communicated by the UGC vide letter No. F.41-5/2003 (CERC) dated 13.7.2010 duly adopted in the University vide Office Memo No. 254/CR 2010 dated 3.8.2010 (copy enclosed). Under the said scheme the Financial Upgradation is being awarded to Non-Teaching Staff after completion of 12, 10, 8, 6 years of regular service respectively.

Hope this will serve your purpose.

Yours faithfully,

(Salman Siddiquee)  
Assistant Registrar  
(Cadre Review Section)

AR(CRC)  
  
27/4/12

AR(CRC)

14/5  
26/4/12

AR(CRC)  
  
27/4/12

3153  
28/4/12

513  
27/4/12

15  
27/4/12

Confirmation of the minutes of the 3<sup>rd</sup> meeting of the LCRC :

The Chairman informed the Committee that the minutes of the 3<sup>rd</sup> meeting of the LCRC held on 17.11.11 was forwarded to the members and since no comments were received from the members, the Committee resolved to confirm the same.

Reporting items on the action taken :


The Committee was apprised of the follow-up actions, taken by the office, on its recommendations made in its 3<sup>rd</sup> meeting and the same was noted by the Committee.

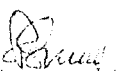
Thereafter, the Chairman took up the agenda for discussion :-

Item No. 1 : Matter regarding implementation of ACP benefits under 8 + 12 pattern :-

The matter regarding implementation of ACP benefits under 8+12 pattern was discussed at length and the Committee recommends that the benefit of ACP under 8+12 pattern be extended till 31.8.08, since only limited number of employees, ( i.e. 116 Nos) who were not given the benefit as against many (i.e 340 nos) who were covered under the same Scheme.

The Committee also recommended that the Scheme of MACP which is operative from 1.9.08, the number of years will be regulated accordingly (i.e. on 10, 20 & 30

  
Convener, LCRC

  
Chairman, LCRC

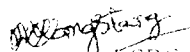
years from the date of joining). Any promotion earned in between by the employees, the fixation of pay may be regulated as per rules/guidelines.

Item No. 2 : Modus operandi for switching over to MACP Scheme implemented wef 1.9.08.

The Committee observed that the ACP Scheme being differently implemented by various Central Universities, the settlement of the same has been lingering for a long time. Finally, the UGC vide its letter No. F.41-5/2003(JCRC) dt. 14.7.10 has now forwarded complete and final guidelines for implementation and settlement of all ACP cases falling under the ACP Scheme of 9.8.99, effective upto 31.8.2008 in respect of Non-Teaching employees of the University. The UGC has also forwarded the Scheme of MACP effective from 1.9.2008 onwards, for implementation which has already been adopted by the University vide EC Resolution No. EC:144:2010:6:6(ii).

The Scheme of MACP stipulates as under:-

*"It is to be ensured that in case any promotion, personal promotions, time bound promotions (One Upward Movement/Second Upward Movement), in-situ promotions, any up-gradations, any club structuring scheme, personal pay scales schemes, any restructuring of cadres, implementation of local cadre review committee recommendations, any large scale/mass stepping up exercise etc. carried out by the Universities in the past (before 8.4.98 and thereafter financial up-gradation awarded under ACP Scheme of 9.8.99, if any) resulting into financial benefits of higher pay scales have to be adjusted against the MACP Scheme".*

  
Convener: LCRC

  
Chairman: LCRC

- (vi) Modus operandi for switching over to MACP Scheme implemented wef 1.9.08.

The Modified Assured Career Progression Scheme approved by UGC vide its letter No. F.4-5/2009 (JCRC) dt. 9.7.2010 (ANNEXURE – I) in respect of Group A, B & C level Non Teaching employees has been adopted by the University in the 144<sup>th</sup> meeting of the Executive Council held on 19.11.10 vide Resolution No. EC:144:2010:6:6:(ii). (ANNEXURE – II)

The Scheme of MACP stipulates as under :-

*“It is to be ensured that in case any promotion, personal promotions, time bound promotions (One Upward Movement/Second Upward Movement), in-situ promotions, any up-gradations, any club structuring scheme, personal pay scales schemes, any restructuring of cadres, implementation of local cadre review committee recommendations, any large scale/mass stepping up exercise etc. carried out by the Universities in the past (before 8.4.98 and thereafter financial up-gradation awarded under ACP Scheme of 9.8.99, if any) resulting into financial benefits of higher pay scales have to be adjusted against the MACP Scheme”. [Page (2) Sl.(vi) of ANNEXURE – I]*

In the University, there are a number of employees belonging to different cadre, who have received the benefit of upgradations, OTUM and ACP Scheme, etc. at different points in their service. In order to facilitate regulation and settlement of the same in the light of the above stipulation, and also to determine the feasibility of further benefits while switching over to MACP Scheme, necessary agenda papers were placed before the 4<sup>th</sup> meeting of the LCRC held on 11.6.12 & 13.6.12, in respect of the following cadre, wherein, after threadbare discussion on the cases, the Committee resolved to recommend as per details given below in respect of each cadre:-

1. **Store Keeper** :- The LCRC noted that as per the earlier decision of the University, the post of Store Keeper has been equated with that of the post of UDC and on relinquishment of the post by the existing incumbents, the work of store keeping will be managed with an incumbent in the cadre of UDC in future. As regards, the existing incumbents in the cadre of Store Keeper, the LCRC noted that the existing Store Keepers, in the past, have received the benefit of upgraded scale of pay of Rs.5500-9000 (5<sup>th</sup> CPC) wef 1.1.86 and subsequently granted OTUM (FFU) in the scale of pay of Rs.6500-10500 (5<sup>th</sup> CPC) wef 1.1.94, which has been adjusted against the First Financial Upgradation under the ACP Scheme of 9.8.99, and thereafter one of the Store Keepers (now retired), was granted Second Financial Upgradation in the scale of pay of Rs.8000-13500 (5<sup>th</sup> CPC) on completion of 24 years from the date of joining under the ACP Scheme of 9.8.99.

## 6:6:6(2)

In the above background, the LCRC resolved to recommend that the remaining cases of Store Keepers may also be considered in the similar line as mentioned above.

With the above treatment, the incumbents in the post of Store Keeper will tantamount to have received the following 3 (three) benefits :-

- a) Upgradation in the scale of pay of Rs.5500-9000 wef 1.1.86 (already received)
- b) O.T.U.M. in the scale of pay of Rs.6500-10500 wef 1.1.94 (already received)
- c) S.F.U. in the scale of pay of Rs.8000-13500 on completion of 24 years from the date of joining (to be received by the remaining incumbents)

And as such, the LCRC recommended that they shall not be entitled for further benefits under the MACP Scheme.

2. **Draftsman** : In the case of incumbents holding the post of Draftsman in the University, the LCRC noted that they were appointed in the core pay scale of Rs.4500-7000 (5<sup>th</sup> CPC) and subsequently granted OTUM (FFU) in the scale of pay of Rs.5500-9000, which was in the immediate higher scale in the hierarchy of 3<sup>rd</sup> CPC. The LCRC resolved to recommend that the aforesaid OTUM in respect of incumbents in the post of Draftsman may be adjusted against the First Financial Upgradation admissible under the ACP Scheme of 9.8.99 and they may be considered for grant of SFU in the next higher scale of pay of Rs.2000-3500.

As regards the admissibility of the third benefit under MACP Scheme, the matter may be examined for regulation strictly as per the provision of the Scheme in due course.

3. **Proof Reader** : The LCRC noted that as per the earlier decisions, the Proof Readers in the University, who were appointed in the scale of pay of Rs.4000-6000 (5<sup>th</sup> CPC) have received the benefit of upgraded pay scale of Rs.5500-9000 wef 1.1.96 (5<sup>th</sup> CPC). It was also noted by the LCRC that the University has already decided that in future, on relinquishment of the post by the existing incumbents in the post of Proof Reader, the work of Proof Reading will be managed by an incumbent in the cadre of UDC.

In the above background, the LCRC resolved to recommend that the Proof Reader may be considered for grant of SFU in the scale of Rs.6500-10500, subject to adjustment of the above benefits against the financial upgradations as per the provisions of the MACP Scheme.

### 6:6:6(3)

With the above treatment, the incumbent in the cadre of Proof Reader would tantamount to have received the following 3 (three) benefits :-

- i) Having received upgradation in the scale of pay of Rs.5500-9000 wef 1.1.96, the Proof Readers have, in fact, received 2 (two) benefits; viz. (i) in the scale of pay of Rs.5000-8000, and (ii) in the scale of pay of Rs.5500-9000;
- ii) S.F.U. in the scale of pay of Rs.6500-10500, to be received and treated as third benefit.

Therefore, the incumbents in the post of Proof Reader shall not be entitled for any further benefit under the MACP Scheme.

4. **Redesignated Technical Assistants** : The LCRC considered settlement of ACP benefits in respect of the ex-cadre Technical posts, which were, as per the earlier decisions of the University, encadred and redesignated as Technical Assistants, and observed that as a result of their encadrement and redesignation in the past, the incumbents concerned have already received the following benefits :

- a) Benefit of club cadre re-structuring exercise undertaken by the University and placing them at the higher level of Technical Assistant in the scale of Rs.4500-7000 (already received)
- b) Benefit of F.F.U. in the scale of Rs.5500-9000 under ACPS (already received)
- c) Benefit of S.F.U. in the scale of Rs.6500-10500 under ACPS (received/to be received)

Therefore, the Committee resolved to recommend that the incumbents concerned may not be admissible for any benefit under the MACP Scheme.

5. **Redesignated Laboratory Assistants (USIC)** : The LCRC considered settlement of ACP benefits in respect of the ex-cadre Technical posts, which were, as per the earlier decisions of the University, encadred and redesignated as Laboratory Assistants, and observed that as a result of their encadrement and redesignation in the past, the incumbents concerned have already received the following benefits :

1. Benefit of club cadre re-structuring undertaken by the University and placing them at the higher level of Laboratory Assistant in the scale of Rs. 3050-4590 (already received)
2. Benefit of FFU in the scale of Rs. 4500-7000 (already received)

incumbents who are already in receipt of the financial upgradation in the pre-revised scale of pay of Rs.10000-15200, revised to PB-3 in the Grade Pay of Rs.6600, would not be eligible for any further benefit under the MACP Scheme.

8. **Appointments through Departmental Quota from a lower post to a higher post** : The LCRC has noted that the University is having employees who were appointed from Group D to Group C post, etc. through the Departmental Quota. The LCRC also perused the provision contained in the ACP guidelines (clarification in reply to point of doubt No.8), which is reproduced as below:-

*“The case of Grade D employees who became LDCs on the basis of departmental examination stand on different footing. In their case, relevant Recruitment Rules prescribe a promotion quota to be filled up on the basis of departmental examination. Therefore, such appointments shall be counted as promotion for the purpose of ACPS. In such situations, past regular services shall also be counted for further benefits, if any, under the Scheme”.*

The LCRC, therefore, resolved to recommend that the appointment of Group D employees as LDC, etc., through Departmental Quota may be treated as promotion and counted as a benefit. Further, the Committee resolved to recommend that such benefit earned by employees may be adjusted against financial upgradations that may be available under MACPS.

The minutes of the meetings of the LCRC held on 11.6.12 and 13.6.12, containing recommendations on the above cases, among others, are placed at ANNEXURE – III.

The matter is placed before the Council for consideration.

6:6:6(5)

(MACP)

ANNEXURE-I

**M.S.Yadav**  
**Chief Statistical Officer**

टेलिफैक्स TELEFAX (O) 011-23237178

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UGC Website : [www.ugc.ac.in](http://www.ugc.ac.in)



विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली - 110 002

UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110002

No.F.4-5/2009(JCRC)

9<sup>th</sup> July, 2010

The Registrar  
North Eastern Hill University  
NEHU Campus  
Shillong - 793 022.

19 JUL 2010

**Sub: Extension of Modified Assured Career Progression Scheme (MACPs) to the non-teaching employees of the Central Universities/ UGC maintained Deemed to be Universities- regarding.**

Sir,

The Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training has notified the Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian Employees vide their O.M. NO. 35034/3/2008-Estt. (D) dated 19<sup>th</sup> May, 2009 (copy enclosed).

2. The Ministry of Human Resource Development, Department of Higher Education in consultation with the Ministry of Finance, Department of Expenditure, through its Integrated Finance Division has conveyed the approval of the Government of India vide letter No.4-29/2009-UI(A) dated 7.4.2010 for extension of the MACPS to the non-teaching employees of Central Universities, Inter University Centres and Institutions Deemed to be Universities funded by the Central Government through UGC. The Ministry vide its letter of even number dated 18.5.2010 further clarified and has issued modification in certain conditions as notified vide its letters dated 7.4.2010.

3. In view of the above, UGC extends the MACP Scheme for non-teaching employees of Central Universities, UGC maintained Deemed to be Universities, UGC maintained Colleges affiliated to Central Universities and the constituent colleges of Allahabad University subject to the following conditions:

- i. Where the Assured Career Progression (ACP) Scheme was applicable in these institutions, the institutions concerned must switch over to MACPS.
- ii. Where the earlier scheme if any, adopted by the various Institutions was different from the MACPS, the institutions concerned will have to switch over to the new MACPS notified by the DoP&T on 19.5.2009. Benefits of MACPS including the third upgradation shall not be available to institutions or universities who do not switch over to the new MACPS notified by the DOP&T.

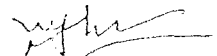
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North Eastern Hill University

*[Handwritten signature]*

- iii. The adoption of MACPS by the Institutions concerned will be subject to (a) approval of the Executive Committee / Competent Authority; and (b) the additional financial expenditure is to be met by the University / Institution concerned from its grants.
- iv. Under the MACPS, there will be placement in the immediate next higher grade pay in the hierarchy of the revised Pay Bands and Grade Pay on the lines as indicated in para 2 of Annexure – I attached with DoP&T O.M. dated 19.5.2009.
- v. MACPS will not be admissible if any employee has already earned three promotions either by way of regular promotion or ACP Scheme.
- vi. It is to be ensured that in case any promotion, personal promotions, time bound promotions (One Upward Movement/Second Upward Movement), in-situ promotions, any upgradations, any club structuring scheme, personal pay scales schemes, any restructuring of cadres, implementation of local cadre review committee recommendations, any large scale/mass stepping up exercise etc. carried out by the Universities in the past (before 8.4.1998 and thereafter financial upgradation awarded under ACP Scheme of 9.8.1999, if any) resulting into financial benefits of higher pay scales have to be adjusted against the MACP Scheme.
- vii. The Central Universities, Inter University Centres, UGC maintained Deemed to be Universities and Colleges need not send any MACPS proposals to UGC. The Universities may/Will implement the DOPT MACP scheme on its own in respect of its eligible non-teaching employees in view of the Government of India, DOPT guidelines. The benefit of MACP Scheme shall be effective from 1.9.2008. ACP Scheme of 9.8.1999 will remain applicable during the period from 9.8.1999 to 31.8.2008.
- viii. The universities may constitute Screening Committee(s) to consider cases for grant of financial upgradation under the MACP Scheme and the Committee shall follow a time schedule as per provision under the Scheme. The recommendations of the Committee may be placed before the Head of the Organisation (Vice-Chancellor(s) / Director(s) / Competent Authority) for approval. Thereafter, the matter may be reported to the Finance Committee.
- ix. There shall be no deviation from the MACPS as notified by the Central Government. The guidelines issues by the Department of Personnel & Training vide O.M. NO. 35034/3/2008-Estt. (D) dated 19<sup>th</sup> May, 2009 shall apply mutatis mutandis.
- x. For any clarification/doubt, if so observed, the matter may be referred to UGC for clarification. In case any discrepancies / irregularities observed in implementation of the MACP Scheme at a later stage, such financial upgradations are liable to be withdrawn.

Yours faithfully,



(M.S. Yadav)  
Chief Statistical Officer

Encl.: As above.

6:6:6(7)

No.35034/3/2008-Estt. (D)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)

North Block, New Delhi, the 19<sup>th</sup> May, 2009

OFFICE MEMORANDUM

**SUBJECT: - MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.**

\*\*\*\*\*

The Sixth Central Pay Commission in Para 6.1.15 of its report, has recommended Modified Assured Career Progression Scheme (MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme.

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service.

3. The Scheme would be known as "**MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES**". This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "B", and "C" Central Government Civilian Employees except officers of the Organised Group "A" Service. The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted 'temporary status' and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-I.

4. An Screening Committee shall be constituted in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.

5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.
6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year – preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.
7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30<sup>th</sup> June, 2009 for grant of benefits under the MACPS.
8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.
9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.09.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.
10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.
11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.
12. Hindi version will follow.

(S.Jainendra Kumar)

Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India.

Copy to :-

1. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/ Cabinet Secretariat/UPSC/CVC/C&AG/Central Administrative Tribunal (Principal Bench), New Delhi.
2. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions.
3. Secretary, National Commission for Minorities.
4. Secretary, National Commission for Scheduled Castes/Scheduled Tribes
5. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
6. All Staff Side Members of the National Council (JCM)
7. Establishment (D) Section - 1000 copies
8. NIC, DoPT, North Block for up-loading of the OM in DoPT website.

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61616(P)

MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS)

1. There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the Scheme will be admissible whenever a person has spent 10 years continuously in the same grade-pay.
2. The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion.
3. The financial upgradations under the MACPS would be admissible up-to the highest grade pay of Rs. 12000/ in the PB-4.
4. Benefit of pay fixation available at the time of regular promotion shall also be allowed at the time of financial upgradation under the Scheme. Therefore, the pay shall be raised by 3% of the total pay in the pay band and the grade pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same grade pay as granted under MACPS. However, at the time of actual promotion if it happens to be in a post carrying higher grade pay than what is available under MACPS, no pay fixation would be available and only difference of grade pay would be made available. To illustrate, in case a Government Servant joins as a direct recruit in the grade pay of Rs. 1900 in PB-1 and he gets no promotion till completion of 10 years of service, he will be granted financial upgradation under MACPS in the next higher grade pay of Rs. 2000 and his pay will be fixed by granting him one increment plus the difference of grade pay (i.e. Rs. 100). After availing financial upgradation under MACPS, if the Government servant gets his regular promotion in the hierarchy of his cadre, which is to the grade of Rs. 2400, on regular promotion, he will only be granted the difference of grade pay between Rs. 2000 and Rs. 2400. No additional increment will be granted at this stage.
5. Promotions earned/upgradations granted under the ACP Scheme in the past to those grades which now carry the same grade pay due to merger of pay scales/upgradations of posts recommended by the Sixth Pay Commission shall be ignored for the purpose of granting upgradations under Modified ACPS.

The pre-revised hierarchy (in ascending order) in a particular organization was as under:-

Rs. 5000-8000, Rs. 5500-9000 & Rs. 6500-10500.

- (a) A Government servant who was recruited in the hierarchy in the pre-revised pay scale Rs. 5000-8000 and who did not get a promotion even after 25 years of service prior to 1.1.2006, in his case as on 1.1.2006 he would have got two financial upgradations under ACP to the next grades in the hierarchy of his organization, i.e., to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500.
- (b) Another Government servant recruited in the same hierarchy in the pre-revised scale of Rs. 5000-8000 has also completed about 25 years of service, but he got two promotions to the next higher grades of Rs. 5500-9000 & Rs. 6500-10500 during this period.

In the case of both (a) and (b) above, the promotions/financial upgradations granted under ACP to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500 prior to 1.1.2006 will be ignored on account of merger of the pre-revised scales of Rs. 5000-8000, Rs. 5500-9000 and Rs. 6500-10500 recommended by the Sixth CPC. As per CCS (RP) Rules, both of them will be granted grade pay of Rs. 4200 in the pay band PB-2. After the implementation of MACPS, two financial upgradations will be granted both in the case of (a) and (b) above to the next higher grade pays of Rs. 4600 and Rs. 4800 in the pay band PB-2.

6. In the case of all the employees granted financial upgradations under ACPS till 01.01.2006, their revised pay will be fixed with reference to the pay scale granted to them under the ACPS.

6.1 In the case of ACP upgradations granted between 01.01.2006 and 31.08.2008, the Government servant has the option under the CCS (RP) Rules, 2008 to have his pay fixed in the revised pay structure either (a) w.e.f. 01.01.2006 with reference to his pre-revised scale as on 01.01.2006; or (b) w.e.f. the date of his financial upgradation under ACP with reference to the pre-revised scale granted under ACP. In case of option (b), he shall be entitled to draw his arrears of pay only from the date of his option i.e. the date of financial upgradation under ACP.

6.2 In cases where financial upgradation had been granted to Government servants in the next higher scale in the hierarchy of their cadre as per the provisions of the ACP Scheme of August, 1999, but whereas as a result of the implementation of Sixth CPC's recommendations, the next higher post in the hierarchy of the cadre has been upgraded by granting a higher grade pay, the pay of such employees in the revised pay structure will be fixed with reference to the higher grade pay granted to the post. To illustrate, in the case of Jr. Engineer in CPWD, who was granted 1<sup>st</sup> ACP in his hierarchy to the grade of Asstt. Engineer in the pre-revised scale of Rs.6500-10500 corresponding to the revised grade pay of Rs.4200 in the pay band PB-2, he will now be granted grade pay of Rs.4600 in the pay band PB-2 consequent upon upgradation of the post of Asstt. Enggs. in CPWD by granting them the grade pay of Rs.4600 in PB-2 as a result of Sixth CPC's recommendation. However, from the date of implementation of the MACPS, all the financial upgradations under the Scheme should be done strictly in accordance with the hierarchy of grade pays in pay bands as notified vide CCS (Revised Pay) Rules, 2008.

7. With regard to fixation of his pay on grant of promotion/financial upgradation under MACP Scheme, a Government servant has an option under FR22 (1) (a) (1) to get his pay fixed in the higher post/ grade pay either from the date of his promotion/upgradation or from the date of his next increment viz. 1<sup>st</sup> July of the year. The pay and the date of increment would be fixed in accordance with clarification no.2 of Department of Expenditure's O.M. No.1/1/2008-IC dated 13.09.2008.
8. Promotions earned in the post carrying same grade pay in the promotional hierarchy as per Recruitment Rules shall be counted for the purpose of MACPS.
- 8.1 Consequent upon the implementation of Sixth CPC's recommendations, grade pay of Rs. 5400 is now in two pay bands viz., PB-2 and PB-3. The grade pay of Rs. 5400 in PB-2 and Rs.5400 in PB-3 shall be treated as separate grade pays for the purpose of grant of upgradations under MACP Scheme.
9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employment basis. Service rendered on adhoc/contract basis before regular appointment on pre-appointment training shall not be taken into reckoning. However, past continuous regular service in another Government Department in a post carrying same grade pay prior to regular appointment in a new Department, without a break, shall also be counted towards qualifying regular service for the purposes of MACPS only (and not for the regular promotions). However, benefits under the MACPS in such cases shall not be considered till the satisfactory completion of the probation period in the new post.
10. Past service rendered by a Government employee in a State Government/statutory body/Autonomous body/Public Sector organisation, before appointment in the Government shall not be counted towards Regular Service.
11. 'Regular service' shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.
12. The MACPS shall also be applicable to work charged employees, if their service conditions are comparable with the staff of regular establishment.
13. Existing time-bound promotion scheme, including in-situ promotion scheme, Staff Car Driver Scheme or any other kind of promotion scheme existing for a particular category of employees in a Ministry/Department or its offices, may continue to be operational for the concerned category of employees if it is decided by the concerned administrative authorities to retain such Schemes, after necessary consultations or they may switch-over to the MACPS. However, these Schemes shall not run concurrently with the MACPS.
14. The MACPS is directly applicable only to Central Government Civilian employees. It will not get automatically extended to employees of Central Autonomous/Statutory Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained.

15. If a financial upgradations under the MACPS is deferred and not allowed after 10 years in a grade pay, due to the reason of the employees being unfit or due to departmental proceedings, etc., this would have consequential effect on the subsequent financial upgradation which would also get deferred to the extent of delay in grant of first financial upgradation.
16. On grant of financial upgradation under the Scheme, there shall be no change in the designation, classification or higher status. However, financial and certain other benefits which are linked to the pay drawn by an employee such as HBA, allotment of Government accommodation shall be permitted.
17. The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-1. Thereafter for upgradation under the MACPS the benchmark of 'good' would be applicable till the grade pay of Rs. 6600/- in PB-3. The benchmark will be 'Very Good' for financial upgradation to the grade pay of Rs. 7600 and above.
18. In the matter of disciplinary/ penalty proceedings, grant of benefit under the MACPS shall be subject to rules governing normal promotion. Such cases shall, therefore, be regulated under the provisions of the CCS (CCA) Rules, 1965 and instructions issued thereunder.
19. The MACPS contemplates merely placement on personal basis in the immediate higher Grade pay /grant of financial benefits only and shall not amount to actual/functional promotion of the employees concerned. Therefore, no reservation orders/roster shall apply to the MACPS, which shall extend its benefits uniformly to all eligible SC/ST employees also. However, the rules of reservation in promotion shall be ensured at the time of regular promotion. For this reason, it shall not be mandatory to associate members of SC/ST in the Screening Committee meant to consider cases for grant of financial upgradation under the Scheme.
20. Financial upgradation under the MACPS shall be purely personal to the employee and shall have no relevance to his seniority position. As such, there shall be no additional financial upgradation for the senior employees on the ground that the junior employee in the grade has got higher pay/grade pay under the MACPS.
21. Pay drawn in the pay band and the grade pay allowed under the MACPS shall be taken as the basis for determining the terminal benefits in respect of the retiring employee.
22. If Group "A" Government employee, who was not covered under the ACP Scheme has now become entitled to say third financial upgradation directly, having completed 30 year's regular service, his pay shall be fixed successively in next three immediate higher grade pays in the hierarchy of revised pay-bands and grade pays allowing the benefit of 3% pay fixation at every stage. Pay of persons becoming eligible for second financial upgradation may also be fixed accordingly.

23. In case an employee is declared surplus in his/her organisation and appointed in the same pay-scale or lower scale of pay in the new organization, the regular service rendered by him/her in the previous organisation shall be counted towards the regular service in his/her new organisation for the purpose of giving financial upgradation under the MACPS.

24. In case of an employee after getting promotion/ACP seeks unilateral transfer on a lower post or lower scale, he will be entitled only for second and third financial upgradations on completion of 20/30 years of regular service under the MACPS, as the case may be, from the date of his initial appointment to the post in the new organization.

25. If a regular promotion has been offered but was refused by the employee before becoming entitled to a financial upgradation, no financial upgradation shall be allowed as such an employee has not been stagnated due to lack of opportunities. If, however, financial upgradation has been allowed due to stagnation and the employees subsequently refuse the promotion, it shall not be a ground to withdraw the financial upgradation. He shall, however, not be eligible to be considered for further financial upgradation till he agrees to be considered for promotion again and the second the next financial upgradation shall also be deferred to the extent of period of debarment due to the refusal.

26. Cases of persons holding higher posts purely on adhoc basis shall also be considered by the Screening Committee alongwith others. They may be allowed the benefit of financial upgradation on reversion to the lower post or if it is beneficial vis-a-vis the pay drawn on adhoc basis.

27. Employees on deputation need not revert to the parent Department for availing the benefit of financial upgradation under the MACPS. They may exercise a fresh option to draw the pay in the pay band and the grade pay of the post held by them or the pay plus grade pay admissible to them under the MACPS, whichever is beneficial.

#### 28. Illustrations

- A (i) If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1900 gets his first regular promotion (UDC) in the PB-I in the Grade Pay of Rs.2400 on completion of 8 years of service and then continues in the same Grade Pay for further 10 years without any promotion then he would be eligible for 2<sup>nd</sup> financial upgradation under the MACPS in the PB-I in the Grade Pay of Rs.2800 after completion of 18 years (8+10 years).
- (ii) In case he does not get any promotion thereafter, then he would get 3<sup>rd</sup> financial upgradation in the PB-II in Grade Pay of Rs.4200 on completion of further 10 years of service i.e. after 28 years (8+10+10).
- (iii) However, if he gets 2<sup>nd</sup> promotion after 5 years of further service in the pay PB-II in the Grade Pay of Rs.4200 (Asstt. Grade/Grade "C") i.e. on completion of 23 years (8+10+5 years) then he would get 3<sup>rd</sup> financial upgradation after completion of 30 years i.e. 10 years after the 2<sup>nd</sup> ACP in the PB-II in the Grade Pay of Rs.4600.

In the above scenario, the pay shall be raised by 3% of the total pay in the Pay Band and Grade Pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same Grade Pay or in the higher Grade Pay. Only the difference of grade pay would be admissible at the time of promotions.

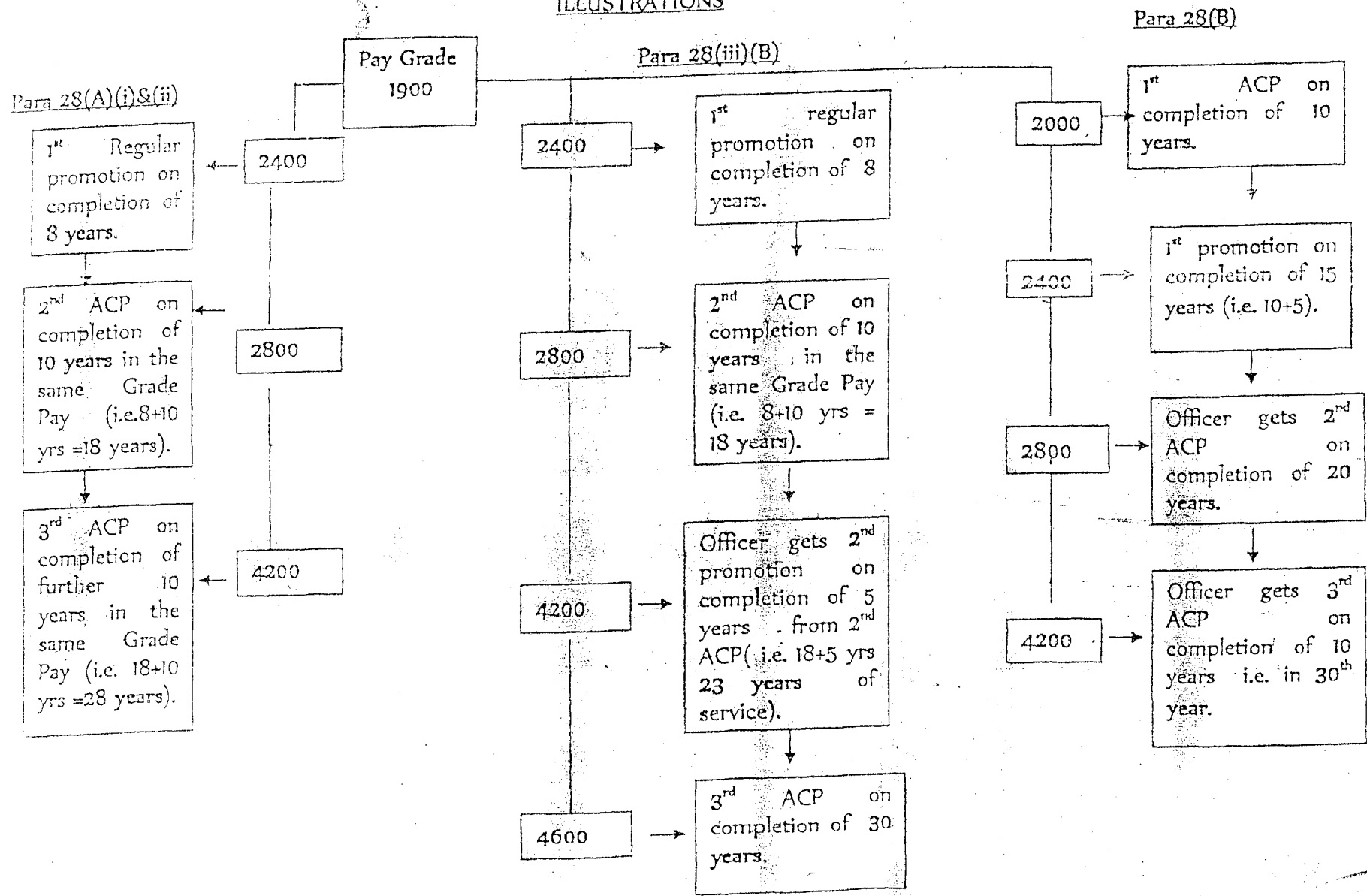
- B. If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1900 is granted 1<sup>st</sup> financial upgradation under the MACPS on completion of 10 years of service in the PB-I in the Grade Pay of Rs.2000 and 5 years later he gets 1<sup>st</sup> regular promotion (UDC) in PB-I in the Grade Pay of Rs.2400, the 2<sup>nd</sup> financial upgradation under MACPS (in the next Grade Pay w.r.t. Grade Pay held by Government servant) will be granted on completion of 20 years of service in PB-I in the Grade Pay of Rs.2800. On completion of 30 years of service, he will get 3<sup>rd</sup> ACP in the Grade Pay of Rs. 4200. However, if two promotions are earned before completion of 20 years, only 3<sup>rd</sup> financial upgradation would be admissible on completion of 10 years of service in Grade Pay from the date 2<sup>nd</sup> promotion or at 30<sup>th</sup> year of service, whichever is earlier.
- C. If a Government servant has been granted either two regular promotions or 2<sup>nd</sup> financial upgradation under the ACP Scheme of August, 1999 after completion of 24 years of regular service then only 3<sup>rd</sup> financial upgradation would be admissible to him under the MACPS on completion of 30 years of service provided that he has not earned third promotion in the hierarchy.

  
(S. Jainendra Kumar)

Deputy Secretary to the Govt. Of India.

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ILLUSTRATIONS



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Professor in the Department of Bio-Chemistry be granted to him for a period of five years i.e. till 31.12.2010 for his tenure as Vice-Chancellor, NEHU.

*(c) Service condition/Financial & Other benefits*

- (i) Request for protection of seniority and pay scale-  
Case of Dr. S. Umdor, Reader, Department of  
Economics.

NO:EC:144:2010:6:6(i): The Council considered the request for protection of seniority and pay scale of Dr. S. Umdor, Reader, Department of Economics and the Council **RESOLVED** to seek legal advice and clarification from the University Grants Commission with respect to the appointment of Associate Professor post to U.G. Regulations, 2010 being in place.

- (ii) Adoption of Modified Assured Career Progressive  
(MACP) Scheme.

NO:EC:144:2010:6:6(ii): The Council considered the UGC's letter of 9<sup>th</sup> July, 2009 for extension of Modified Assured Career Progressive (MACP) scheme (MACPs) to the non-teaching employees of the Central Universities/UGC recognised Deemed to be Universities and **RESOLVED** to approve the adoption of the same.

- (iii) Remuneration aspects of Library cadre for  
holding additional responsibilities in addition  
to their normal duties.

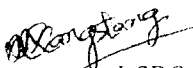
NO:EC:144:2010:6:6(iii): The Council considered the remuneration aspects of Library cadre for holding additional responsibilities in addition to their normal duties and the Council **RESOLVED** to regret the same.

MINUTES OF THE 4<sup>TH</sup> MEETING OF THE L.C.R.C. HELD ON 11.6.12 AT 11.00 A.M. IN THE COMMITTEE ROOM OF THE ADMINISTRATIVE BUILDING, NEHU, SHILLONG.

*Members present :*

1. Prof. Ramesh Sharma, Professor	Chairman
2. Shri L. Roy, OSD, NEHU	Member
3. Prof. K. Ismail, COE, NEHU	Member
4. Shri A M Kharmawphlang, U.E., NEHU	Member
5. Shri L.M.K. Lyngrah, Dy. Registrar (Finance) (Representative of Finance Officer)	Member
6. Shri T K Singha, Dy. Registrar (Estt.II)	Member
7. Shri Md. Iftikhar, Asstt. Registrar (CRC)	Member
8. Shri F. Kharbuli, President, NEHUNSA	Member
9. Shri A. Nengnong, General Secretary, NEHUNSA	Member
10. Shri R R Dutta Adhikari, Internal Audit Officer, NEHU	Invitee
11. Smt. M Langstang, Section Officer (CRC)	Convener

At the outset, the Chairman welcomed all the members and called for an active participation keeping in mind the interest of the University in particular and the interest of the Non-Teaching employees in general. The Chairman, then initiated the agenda for discussion.

  
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Confirmation of the minutes of the 3<sup>rd</sup> meeting of the LCRC :

The Chairman informed the Committee that the minutes of the 3<sup>rd</sup> meeting of the LCRC held on 17.11.11 was forwarded to the members and since no comments were received from the members, the Committee resolved to confirm the same.

Reporting items on the action taken :


The Committee was apprised of the follow-up actions, taken by the office, on its recommendations made in its 3<sup>rd</sup> meeting and the same was noted by the Committee.

Thereafter, the Chairman took up the agenda for discussion :-

Item No. 1 : Matter regarding implementation of ACP benefits under 8 + 12 pattern :-

The matter regarding implementation of ACP benefits under 8+12 pattern was discussed at length and the Committee recommends that the benefit of ACP under 8+12 pattern be extended till 31.8.08, since only limited number of employees,( i.e. 116 Nos) who were not given the benefit as against many (i.e. 340 nos) who were covered under the same Scheme.

The Committee also recommended that the Scheme of MACP which is operative from 1.9.08, the number of years will be regulated accordingly (i.e. on 10, 20 & 30

  
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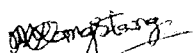
years from the date of joining). Any promotion earned in between by the employees, the fixation of pay may be regulated as per rules/guidelines.

Item No. 2 : Modus operandi for switching over to MACP Scheme implemented wef 1.9.08.

The Committee observed that the ACP Scheme being differently implemented by various Central Universities, the settlement of the same has been lingering for a long time. Finally, the UGC vide its letter No. F.41-5/2003(JCRC) dt. 14.7.10 has now forwarded complete and final guidelines for implementation and settlement of all ACP cases falling under the ACP Scheme of 9.8.99, effective upto 31.8.2008 in respect of Non-Teaching employees of the University. The UGC has also forwarded the Scheme of MACP effective from 1.9.2008 onwards, for implementation which has already been adopted by the University vide EC Resolution No. EC:144:2010:6:6(ii).

The Scheme of MACP stipulates as under:-

*"It is to be ensured that in case any promotion, personal promotions, time bound promotions (One Upward Movement/Second Upward Movement), in-situ promotions, any up-gradations, any club structuring scheme, personal pay scales schemes, any restructuring of cadres, implementation of local cadre review committee recommendations, any large scale/mass stepping up exercise etc. carried out by the Universities in the past (before 8.4.98 and thereafter financial up-gradation awarded under ACP Scheme of 9.8.99, if any) resulting into financial benefits of higher pay scales have to be adjusted against the MACP Scheme".*

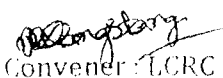
  
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Chairman: LCRC

The Committee also perused Annexure – III to the above guidelines dt. 14.7.10 on the cadre-wise core pay scale and scale of pay admissible as First Financial Upgradation and Second Financial Upgradation.

In keeping with the above stipulation, the Committee considered settlement of ACP benefits in respect of Store Keeper, Draftsman, Proof Reader, Redesignated Technical Assistant, Redesignated Laboratory Assistant (USIC), Coaches and STAs/SSAs and resolved to recommend as under :-

2.1 : Store Keeper :- The Committee noted that the post of Store Keeper has been equated with that of the post of UDC in the University on relinquishment of the existing incumbents. The Committee also noted that the scale of pay in respect of Store Keepers was upgraded to ₹.5500-9000 (5<sup>th</sup> CPC) wef 1.1.86 and accordingly granted OTUM (FFU) in the scale of pay of ₹ .6500-10500 (5<sup>th</sup> CPC) wef 1.1.94, which would have been admissible to a UDC as second benefit (SFU). The Committee, therefore recommended that since, in the past one of the Store Keepers has been granted Second Financial Upgradation in the scale of pay of ₹.8000-13500 (5<sup>th</sup> CPC) on completion of 24 years from the date of joining, the remaining Store Keepers may also be considered in the similar line and the same may be treated as 3<sup>rd</sup> benefit, by adjusting the upgraded pay scale of ₹. 5500-9000 already granted w.e.f 1.1.86.

  
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2.2 : Draftsman : The Committee noted that the Draftsman in the University were appointed in the core pay scale of ₹.4500-7000 (5<sup>th</sup> CPC) and subsequently granted OTUM (FFU) in the scale of pay of ₹.5500-9000, which was in the immediate higher scale in the hierarchy of 3<sup>rd</sup> CPC. The Committee also noted that since the incumbents were appointed prior to 4<sup>th</sup> CPC, and as such the incumbents in the post of Draftsman may be considered for SFU in the scale of ₹.2000-3500 which is the immediate higher pay scale in the hierarchy of 4<sup>th</sup> CPC. As regards the benefit due and admissible under MACP, the same may be examined as per the terms and conditions of the Scheme.

2.3 : Proof Reader : The Committee noted that the Proof Readers in the University were appointed in the scale of pay of ₹.4000-6000 (5<sup>th</sup> CPC) and, thereafter, placed in the upgraded pay scale of ₹.5500-9000 wef 1.1.96 (5<sup>th</sup> CPC), and as such the Committee resolved to recommend that SFU in the scale of ₹.6500-10500 may be granted to the Proof Readers subject to adjustment as required under the MACP Scheme.

2.4 : Redesignation as Technical Assistants/various ex-cadre Technical posts including Laboratory/USIC service :

2.4 (i) Redesignated Technical Assistants : The Committee considered settlement of ACP benefits in respect of the redesignated Technical Assistants and observed that the incumbent concerned have received the following benefits :

1. Benefit of club cadre re-structuring exercise undertaken by the University and placing them at the higher level of Technical Assistant in the scale of ₹.4500-7000

  
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2. Benefit of F.F.U. in the scale of ₹.5500-9000 under ACPS
3. Benefit of S.F.U. in the scale of ₹.6500-10500 under ACPS

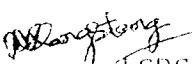
Therefore, the Committee resolved to recommend that the incumbent concerned may not be admissible for any benefit under the MACP Scheme.

2.4(ii) Redesignated Laboratory Assistants (USIC) : The Committee considered settlement of ACP benefits in respect of the redesignated Laboratory Assistants (USIC) and observed that the incumbent concerned have received the following benefits :

1. Benefit of club cadre re-structuring undertaken by the University and placing them at the higher level of Lab. Asstt. in the scale of ₹. 3050-4590
2. Benefit of FFU in the scale of ₹. 4500-7000

Therefore, the Committee resolved to recommend that the cases of the incumbent concerned may be examined for admissibility of 3<sup>rd</sup> benefit on completion of 30 years of regular service under the MACP Scheme.

2.5 : Coaches : The Committee noted the UGC's advice vide its letter No. F.7-9/85 (NP-I) dt. 26.11.1985, in response to the University's query vide letter No. F.68-1/Estt.I/84-1586 dt. 15.6.1985, to follow the SAI pattern in respect of Coaches of the University with regard to the scale of pay and qualifications in respect of University Coaches, whereby the University Coaches are in the core pay scale of ₹.1640-2900 (4<sup>th</sup> CPC)/5500-9000 (5<sup>th</sup> CPC). In view of the above, the Committee resolved to recommend that the University Coaches may be granted the benefit of OUM/FFU in the scale of ₹.2000-3500 (4<sup>th</sup> CPC)/6500-10500 (5<sup>th</sup> CPC) and Second Financial Upgradation in the scale of ₹.2200-4000 (4<sup>th</sup> CPC)/8000-13500 (5<sup>th</sup> CPC), as may be due and admissible.


  
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2.6 : STAs/SSAs : The Committee considered the settlement of ACP benefits in respect of STAs/SSAs and observed that the UGC approved core pay scale for the post of STAs/SSAs is ₹.5500-9000 (5<sup>th</sup> CPC) and the higher movement in the scales of pay for grant of First Financial Upgradation and the Second Financial Upgradation is in the scale of ₹.6500-10500 (5<sup>th</sup> CPC) and ₹.8000-13500 (5<sup>th</sup> CPC) respectively.

However, in view of the ground situation prevailing in the University in this cadre, where OTUM/FFU have been given in the scale of ₹.8000-13500 and the SFU in the scale of ₹.10000-15200, the Committee resolved to recommend that all concerned cases of ACP due and admissible upto 31.8.2008 in respect of the above cadre may be similarly dealt with in so far as grant of FFU and SFU is concerned, subject to necessary adjustment against the financial upgradations provided under the MACP Scheme, where the 3<sup>rd</sup> benefit on completion of 30 years of regular service ends at the Grade Pay of ₹.6600. Further, for the purpose of adjustment against the benefits/upgradations provided under the MACP, the upgraded scale of pay of ₹.6500-10500 may be treated as first benefit, the scale of pay of ₹.8000-13500 granted as FFU may be treated as second benefit and the scale of pay of ₹.10000-15200 falling at the Grade Pay of ₹.6600 as third benefit.

The Committee having noted that there were many more items remained for discussion and also since the Chairman and the Controller of Examinations were required to attend another meeting, the Committee resolved to adjourn the meeting to 13.6.12 at 11.00 A.M. and all the members were requested to make it convenient to attend the same.

  
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MINUTES OF THE ADJOURNED MEETING OF THE 4<sup>TH</sup> MEETING OF THE L.C.R.C.  
HELD ON 13.6.12 AT 11.00 A.M. IN THE ADMINISTRATIVE BUILDING, NEHU,  
SHILLONG.


The adjourned meeting of the LCRC was resumed on 13.6.12 at 11.00 AM and the Chairman opened up remaining items of the agenda for discussion.

Members present :-

1. Prof. Ramesh Sharma, Professor	Chairman
2. Shri L. Roy, OSD, NEHU	Member
3. Prof. K. Ismail, COE, NEHU	Member
4. Shri A M Kharmawphlang, U.E., NEHU	Member
5. Shri L.M.K. Lyngrah, Dy. Registrar (Finance) (Representative Of Finance Officer)	Member
6. Shri T K Singha, Dy. Registrar (Estt.II)	Member
7. Shri Md. Iftikhar, Asstt. Registrar (CRC)	Member
8. Shri F. Kharbuli, President, NEHUNSA	Member
9. Shri A. Nengnong, General Secretary, NEHUNSA	Member
10. Shri R R Dutta Adhikari, Internal Audit Officer, NEHU	Invitee
11. Smt. M Langstang, Section Officer (CRC)	Convener

2.7 : Appointment through Departmental Quota from a lower post to higher post:

The Committee noted the provision contained in the ACP guidelines as reproduced below.

  
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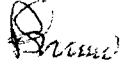
*"The case of Grade D employees who became LDCs on the basis of departmental examination stand on different footing. In their case, relevant Recruitment Rules prescribe a promotion quota to be filled up on the basis of departmental examination. Therefore, such appointments shall be counted as promotion for the purpose of ACPS. In such situations, past regular services shall also be counted for further benefits, if any, under the Scheme".*

The Committee, therefore, resolved to recommend that the appointment of Group D employees as LDC, etc., through Departmental Quota may be treated as promotion and counted as a benefit. Further, the Committee resolved to recommend that such benefit earned by employees may be adjusted against financial upgradations that may be available under MACPS.

2.8 : Implementation of MACPS in respect of Group A posts :- The Committee noted that the post of Deputy Librarian and Assistant Librarian in the Band Pay of ₹.15600-39100 with Grade Pay of ₹.8000 and ₹.6000, respectively, are governed by OE-14 and categorized as Academic or Other Academic Staff. The Committee therefore, resolved to recommend that these two posts does not come under the Scheme of MACP.

Further, the Committee also noted that the UGC is contemplating to formulate appropriate regulation to consider senior scale in respect of Assistant Registrars, Dy. Registrars and equivalent posts for the Central Universities, and therefore, the Committee, resolved to recommend that the University may not as of now,

  
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implement MACP Scheme in respect of incumbents holding Group A posts and await for the aforesaid UGC's regulation on award of senior scales.

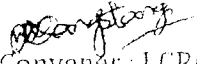
2.9 : Drivers promotional Scheme vis-à-vis MACPS :- The Committee having noted that the MACP Scheme has been extended by Govt. of India in respect of regular Drivers as a fall back option to remove stagnation. The Committee resolved that the Scheme may be implemented in the University, wherever applicable in respect of regular Drivers concurrently with that of the Staff Car Drivers Promotional Scheme.

Item No. 3 : Condonation of prescribed qualification for Departmental Promotion to the post of Professional Assistant :-

The Committee discussed the matter in detail and recommended that the existing Promotion and Recruitment policy for the Library staff may be examined in entirety by the Library Committee so as to have a composite view in the matter. The report of the Committee may be placed before the next meeting of the LCRC.

Item No. 4 : Filling up of vacant technical posts falling under Non-Scientific category in Academic Departments :-

The Committee observed that the categorization of 'Scientific' & 'Non Scientific' as made in the existing Recruitment Rules in respect of the post of STAs and TAs do not appear to be appropriate, and therefore, recommended to do away with the same. The Committee further recommended that the matter may be

  
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examined by the Section and come up with an appropriate proposal for amendment in the existing Recruitment Rules.

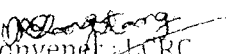
Item No. 5 : Report of the officials of the University who visited UGC for discussion on different service matters with officials of UGC :-

The Committee noted that UGC had called for ACP cases already settled by the University and also the remaining ones for their perusal and approval. Since the clearance of the said ACP cases were inordinately delayed at the level of the Commission, two NEHU officials were deputed to take up the above matter with the Commission for expeditious disposal of the cases.

In this connection, the Committee perused the report submitted by the said two officials on settlement of ACP cases vis-à-vis individual cases in respect of (1) Shri H. Dkhar, Shri A K Baruah, Shri P M Jayachandran Unnithan, Shri N R Paul, Shri Madan Sinha, Technical Assistants, (2) Shri B.D. Gupta, Sr. Technical Asstt., (3) Shri W.R. Lyngdoh, Shri S.R. Dewkhaid, Shri G L Sharma, Asstt. Engineers, (4) Shri M. Bhattacharjee, Shri S K Rathore, Shri N.I. Bharbhuyan, Shri K Biswas, Shri J. Kalita, Shri M S Ciddiki, Jr. Engineers, (5) Shri H R Choudhury, Sr. Artist, and (6) Shri A Bhattacharjee, Laboratory Attendant. However, the Committee found that the reports of the two officials is not supported by any written directives from the Commission to settle the cases in the manner in which it has been envisaged in the report, and therefore, the Committee resolved to recommend that the reports submitted by the two officials can not be considered for implementation.

Item No. 6 : Request for re-designation of the post of Draftsman as Junior Engineer :-

The Committee perused the proposal vide UO No. 841, dt. 20.10.11 received from the University Engineer for redesignation of the post of Draftsman to that of Junior Engineer and observed that the post of Junior Engineer and Draftsman belongs to two different streams in the Engineering cadre, and therefore, the

  
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Committee resolved that the proposal of the University Engineer for filling up the post of Jr. Engineer by Draftsman through promotion or redesignation is not feasible.

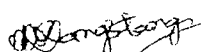
Item No. 7 : Representation of Shri Madan Sinha, Technical Assistant (Welding), NEHU, Tura Campus :-

The Committee considered the representation of Shri Madan Sinha, Technical Assistant (Welding), Tura Campus, dt. 18.10.11 and found that there is no merit in the said representation, and therefore, resolved to regret the same.

Item No. 8 : Amendment to the existing composition of Screening Committee for the post of System Analyst :-

The Committee recommended amendment to clause – 11 (A) (II) of the Recruitment Rule for the post of System Analyst on composition of Screening Committee as under :-

- |                               |   |          |
|-------------------------------|---|----------|
| 1. Registrar                  | - | Chairman |
| 2. Controller of Examination  |   | Member   |
| 3. Finance Officer            | - | Member   |
| 4. Head, Computer Centre      |   | Member   |
| 5. Head, Deptt. of I.T.       | - | Member   |
| 6. Asstt. Registrar (Estt.II) |   | Convener |

  
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Item No. 9 :- Proposal for payment of Honorarium to Kitchen Staff in place of 2(two) months full salary :-

The Committee considered the proposal for payment of Honorarium to Kitchen Staff in lieu of the existing practice of payment of 2 (two) months salary for performing duties during Winter vacation and observed that the matter is not within the purview of the LCRC and resolved to refer the same back to Administration for necessary appropriate action.

Item No. 10 :- Redesignation of Technical posts :-

The Committee considered the proposal dt.21.3.12 made by NEHUNSA on restructuring of technical cadre and resolved to recommend that CRC may study the matter and initiate a comprehensive proposal for restructuring of technical cadre in keeping with the prescribed core pay scale and essential qualifications, etc., as per cadre structure shown below, and re-submit the same in the next meeting of the LCRC.

- i) Laboratory Assistant
- ii) Technical Assistant
- iii) Sr. Technical Assistant
- iv) Scientific Officer
- v) Sr. Scientific Officer

  
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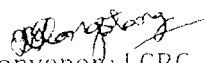
Item No. 11 :- Representation of Shri Jitendra Singh, Water Pump Attendant, Shri Ram Chandra Roy, Water Pump Attendant and Shri Devendra Singh, Water Pump Attendant regarding redesignation to Pump Operators:-

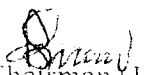
The Committee discussed, in depth, the representations of Water Pump Attendants for redesignation to Water Pump Operators and found that the same is not feasible. However, the Committee noted that the Water Pump Attendants are performing the duties of Water Pump Operators in addition to their normal duties, and therefore, the Committee resolved to recommend that the University Engineer may make proposal for payment of suitable remuneration for performance of additional duties of Water Pump Operator.

Further, the Committee also resolved to recommend that creation of suitable promotional avenues for Water Pump Attendants to the post of Water Pump Operator may be studied and the same may be placed in the next meeting of the LCRC.

Item No. 12 : Model Recruitment Rules for Group –C posts in pay band – I with Grade Pay of ₹.1800 (pre-revised Group – D posts) :-

The Committee considered framing of Recruitment Rules for the post of **Multi-Tasking Staff** and resolved to recommend the same as per Annexure – I.

  
Convener: LCRC

  
Chairman: LCRC

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Item No. 13 : Framing of Recruitment Rules for the post of Hindi Translator and Hindi Typist :-

The Committee considered framing of Recruitment Rules for the post of Hindi Translator and Hindi Typist and resolved to recommend the same as per Annexure – II & III.

Item No. 14 : Representation dated 29.7.11 received from Smt. G. Swer, UDC, Estt. II (B) :-

The Committee deliberated in depth on the representation dt. 29.7.11 received from Smt. G. Swer, UDC, Estt. II (B) and found that a genuine disparity has occurred due to implementation of the provisions of OTUM Scheme vis-à-vis the ACP Scheme, and therefore, the Committee resolved that the office may study the case in depth so as to find out a solution to the said disparity and place the matter in the next meeting of the LCRC.

*The meeting ended with a vote of thanks from the Chair.*

  
Convener  
LCRC

  
Chairman  
LCRC

6.6.6(33)

## ANNEXURE - I

## ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR THE POST OF MULTI-TASKING STAFF.

Ref. Proforma prescribed in the Hand Book on Recruitment rules, Prepared by Government of India, Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	The post shall be called 'MULTI TASKING STAFF'
Number of posts.	2.	As sanctioned by the Ministry / UGC /University from time to time.
Classification	3.	General NEHU service Group -- 'C' Non Gazetted, Non-Ministerial.
Pay Band and Grade Pay	4.	Pay Band - I (Rs. 5200 - 20,200) + Grade Pay Rs. 1800/-
Whether selection post or non selection post	5.	Not applicable
Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	6.	Not applicable
Age limit for Direct Recruit	7.	Between 18 and 25 years of age  Note: The crucial date for determining the age limit shall be the last date for receipt of application.  Relaxation of age limit for candidates belonging to SC/ST and OBC will be admissible as per Govt. of India prescribed rules.
Education and other Qualifications required for direct recruits	8.	Matriculate or equivalent pass. OR ITI pass (may be adopted as per special requirements of the post, if any)
Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	9.	Not applicable
Period of probation, if any	10.	Two years
Method of recruitment whether by direct recruitment or by	11.	By direct recruitment.

<p>promotion or by deputation / absorption and percentage of vacancies to be filled by various methods.</p>		
<p>In case of recruitment by promotion deputation /absorption to be made</p>	<p>12.</p>	<p>Not applicable</p>
<p>If DPC exists, what is its composition</p>	<p>13.</p>	<p>Not applicable.</p>
<p>Composition of Selection Committee Department Promotion Committee</p>	<p>14.</p>	<p><u>SELECTION COMMITTEE</u>                  The Composition of Selection Committee for the post in the University shall consist of the following:-                  (i) Registrar - Chairperson                  (ii) Librarian - Member                  (iii) Finance Officer - Member                  (iv) Controller of Exams - Member                  (v) Deputy Registrar, Estt-I - Member Secretary.</p> <p>(a) The Selection Committee at its own discretion shall decide the nature or standard of interview to be conducted by it. At least 3(three) members shall constitute the quorum.</p> <p>(b) Recommendations of the Selection Committees will be subject to approval by the Appointing Authority i.e. the Vice-Chancellor.</p> <p>(c) The Selection Committee shall draw up a Select Panel of Candidates in order of their merit to be ascertained on the basis of their performance in the interview and a panel so drawn shall remain valid for a period of 1(one) year from the date of its approval by the Appointing Authority . The validity period of such a panel may be extended by another 6(six) months with the approval of the Appointing Authority as permissible under the Govt. of India's provisions on the subject.</p> <p>(d) Offer of appointment shall be made to a candidate in the Approved Select Panel in</p>

		<p>order of his/ her merit position in the Select Panel, subject to the availability of vacant posts within the validity period of the panel.</p> <p><i>“Provided further that in terms of Govt. of India, Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training, Office Memorandum No.39016/7(S)/2006- Estt(D) of 8<sup>th</sup> January,2007 a member belonging to SC/ST and a member belonging to Minority Community shall be included in the above Selection Committee if the recruitment is to be made to 10(ten) or more vacancies in the post and where the number of vacancies falls less than 10(ten), effort shall be made to include a member each from the said communities in the Selection Committee”.</i></p>
Scales proposed to be given in Assured Career progression Scheme as approved by the Govt. of India.	15.	As per GOI /UGC Rules

## ANNEXURE - II

ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR  
THE POST OF HINDI TRANSLATOR

Ref. Proforma prescribed in the Hand Book on Recruitment rules. Prepared by Government of India,  
Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	Hindi Translator
Number of Post (s)	2.	As sanctioned by the UGC from time to time.
Classification	3.	Group - B
Scale of pay	4.	PB-2 Rs.9300 -- 34,800/- + Grade Pay Rs.4200/-.
Age limit for direct recruit	5.	Not more than 30 years. 5 years relaxation of age limit for the employees of Central Government/ State Government /Universities and Autonomous Organizations. Relaxation of age to the candidate belonging to Schedule Castes/ Scheduled Tribe and Backward Classes will be admissible as per the Rules prescribed by the Government of India. Last date of receipt of the application will decide determination of age limit.
Educational and other qualification required for direct recruits with English / Hindi as one of the subject of degree level.	6.	<p>i. Post Graduate degree in English/ Hindi Or English / Hindi as Compulsory / Optional subject at Graduate level from any recognized University.</p> <p>ii. Recognized Diploma Certificate course in translation in Hindi to English and vice-versa Or 2 years experience of translation work of Hindi – English and vice-versa in the offices of Central/ State Government and Autonomous Organizations.</p> <p>Desirable:- Knowledge of Sanskrit OR any Indian language.</p>
Whether age and applications prescribed for direct recruits will apply in case of promotees	7.	Not applicable.

Period of probation, if any	8.	2 (Two) years
Method of recruitment/percentage of the vacancies to be filled by various methods	9.	100 % by direct recruitment
Whether by direct recruitment or by promotion or by deputation / absorption	10.	Not applicable.
Incase of recruitment by promotion/deputation/absorption grades from which promotion/deputation absorption to be made.	11.	Not applicable
Composition of selection Committee/Departmental Promotion Committee	12.	<p><b>(a) <u>Screening Committee:</u></b></p> <p>The Composition of Screening Committee for the post in the University shall consist of the following:-</p> <p>i) Dy. Registrar, Estt-I - Chairperson</p> <p>ii) Hindi Officer/HOD Hindi Deptt. or his/her nominee - Member</p> <p>iii) Assistant Registrar, Estt - I - Convener</p> <p><b>(b) <u>Selection Committee.</u></b></p> <p>i) Registrar - Chairman</p> <p>ii) Head of Deptt. (Hindi) - Member</p> <p>iii) C.O.E - Member</p> <p>iv) Finance Officer - Member</p> <p>v) University Librarian - Member</p> <p>vi) Two experts to be nominated by Vice-Chancellor - Member</p> <p>vii) Deputy Registrar, Estt- I - Non-Member Secretary.</p> <p>[At least 4 (four) members shall form the quorum]</p>

		<p><i>“Provided further that in terms of Govt. of India Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training. Office Memorandum No.39016 7(S) 2006-Estt(D) of 8<sup>th</sup> January, 2007 a member belonging to SC ST and a member belonging to Minority Community shall be included in the above Selection Committee if the recruitment is to be made to 10(ten) or more vacancies in the post and where the number of vacancies falls less than 10(ten), efforts shall be made to include a member each from the said communities in the Selection Committee”.</i></p>
<p>Scales proposed to be given in Assured Career Progression Scheme as approved by the Govt. of India</p>	<p>13.</p>	<p>As per GOI/UGC Rules applicable from time to time.</p>

6:6:6(39)

## ANNEXURE - III

ON TERMS AND CONDITIONS OF SERVICE AND RECRUITMENT RULES FOR THE  
POST OF HINDI TYPIST

Ref: Proforma prescribed in the Hand Book on Recruitment rules. Prepared by Government of India. Ministry of Personnel, Public Grievances, Pension & Training.

Name of the post	1.	<b>Hindi Typist</b>
Number of Post (s)	2.	As sanctioned by UGC from time to time.
Classification	3.	Group -C
Scale of pay	4.	PB-1 ₹.5200 - 20200/- . Grade Pay ₹.1900/- or as approved/revised by GOI/UGC from time to time.
Whether selection post/Non selection post	5.	Not applicable.
Age limit for direct recruit	6.	Not more than 25 years. 5 years relaxation of age limit for the employees of Central Government /State Government/ Universities & Autonomous Organizations Relaxation of age to the candidate belongs to Schedule Caste/ Scheduled Tribe & Backward Classes will be admissible as per the rules prescribed by the Government of India. Last date of receipt of the application will decide determination of age limit.
Education and other qualification required for direct recruits	7.	1. Passed 12 <sup>th</sup> standard examination from any recognized board. 2. Typing speed of 25 w.p.m in Hindi. 3. Working knowledge in Computer in Hindi programmes.
Whether age and applications prescribed for direct recruits will apply in case of promotees.	8.	Not applicable.
Period of probation, if any	9.	2 (Two) years.
Method of recruitment/percentage of the vacancies to be filled by	10.	100 % by direct recruitment through practical test and interview.

various methods		
Incase of recruitment by promotion/deputation/absorption grades from which promotion/deputation absorption to be made.	11.	Not applicable
Composition of selection Committee/Departmental Promotion Committee	12.	<p><b><u>SCREENING COMMITTEE</u></b></p> <p>The Composition of Screening Committee for the post in the University shall consist of the following:-</p> <ol style="list-style-type: none"> <li>1. Deputy Registrar, Estt - I - Chairperson</li> <li>2. Hindi Officer - Member</li> <li>3. Assistant Registrar, Estt - I - Member</li> <li>4. Section Officer, Estt - I - Ex-Officio Convener. (Non member)</li> </ol> <p><b><u>SELECTION COMMITTEE:</u></b></p> <ol style="list-style-type: none"> <li>i) Registrar - Chairperson</li> <li>ii) Finance Officer - Member</li> <li>iii) Librarian - Member</li> <li>iv) Controller of Examination - Member</li> <li>v) One outside experts to be nominated by the Vice - Chancellor. - Member</li> <li>vi) Deputy Registrar, Estt-I - Non Member Secretary.</li> </ol> <p>[At least 4 (four) members shall form the quorum]</p> <p><i>“Provided further that in terms of Govt. of India Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training, Office Memorandum No.39016 7(S) 2006-Estt(D) of 8<sup>th</sup> January, 2007 a member belonging to SC ST and a member belonging to Minority Community shall be included in the above Selection Committee if the recruitment is to be made to 10(ten) or more vacancies in the post and where the number of vacancies falls less than 10(ten), efforts shall be made to include a</i></p>

(vii) Driver's promotional Scheme vis-à-vis MACPS

The Government of India vide letter No. 35011/03/2005-Estt(D) dt. 30.7.10 (**ANNEXURE – I**) has extended MACP Scheme to the regular Staff Car Drivers of Central Government/Ministries/Department/Offices, which was not available under the ACP Scheme. Further, it envisages that MACPS as well as the Staff Car Drivers Promotional Scheme shall run concurrently and the MACP can be extended to the regular staff car drivers as a fall back option, if they are unable to get promotion within the percentage prescribed in the present system.

Accordingly, the matter was placed before the 4<sup>th</sup> meeting of the LCRC held on 11.6.12 & 13.6.12 and the Committee vide **ANNEXURE -II** recommended as follows :-

*“The Committee having noted that the MACP Scheme has been extended by Govt. of India in respect of regular Drivers as a fall back option to remove stagnation. The Committee resolved that the Scheme may be implemented in the University, wherever applicable in respect of regular Drivers concurrently with that of the Staff Car Drivers Promotional Scheme”.*

The matter is placed before the Council for consideration.

6:6:7(2)

ANNEXURE-I

No. 35014/3-2008-Estt (D)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel & Training)  
Establishment (D)

North Block, New Delhi  
Date: 20<sup>th</sup> July, 2010

OFFICE MEMORANDUM

Subject: Extension of Modified Assured Career Progression Scheme to the Staff Car Drivers of Central Government

The undersigned is directed to refer to this Department's O.M. No. 35034/3-2008-Estt (D) dated the 19<sup>th</sup> May, 2009 regarding introduction of Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian Employees and to say that para 13 of Annexure-I of the Scheme provides that Existing time-bound promotion scheme, including in-situ promotion scheme, Staff Car Driver Scheme or any other kind of promotion scheme existing for a particular category of employees in a Ministry/Department or its offices, may continue to be operational for the concerned category of employees if it is decided by the concerned administrative authorities to retain such Schemes, after necessary consultations or they may switch over to the MACPS. However, these Schemes shall not run concurrently with the MACPS.

2. In pursuance of the decision taken in the meeting of the Departmental Council (D.C.) of Department of Personnel & Training held on 08.05.2010 in respect Agenda Item No. 57/31, it has been decided in consultation with the Department of Expenditure, the benefits of the MACPS shall also be extended to the regular Staff Car Drivers of the Central Government Ministries/Departments/Offices as a fall back option, if they are unable to get promotion within the percentage based present system.

3. Para 13 of the Annexure-I of the MACPS accordingly stands modified to this effect. In other words, the Staff Car Driver Scheme and the MACPS shall run concurrently.

4. All Ministries/Departments may give wide circulation to this decision for general guidance and appropriate action in the matter.

5. Further orders will follow.

Secretary  
Ministry of Personnel  
Establishment (D)

All Ministries/Departments of the Government of India

implement MACP Scheme in respect of incumbents holding Group A posts and await for the aforesaid UGC's regulation on award of senior scales.

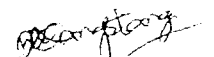
2.9 : Drivers promotional Scheme vis-à-vis MACPS :- The Committee having noted that the MACP Scheme has been extended by Govt. of India in respect of regular Drivers as a fall back option to remove stagnation. The Committee resolved that the Scheme may be implemented in the University, wherever applicable in respect of regular Drivers concurrently with that of the Staff Car Drivers Promotional Scheme.

Item No. 3 : Condonation of prescribed qualification for Departmental Promotion to the post of Professional Assistant :-

The Committee discussed the matter in detail and recommended that the existing Promotion and Recruitment policy for the Library staff may be examined in entirety by the Library Committee so as to have a composite view in the matter. The report of the Committee may be placed before the next meeting of the LCRC.

Item No. 4 : Filling up of vacant technical posts falling under Non-Scientific category in Academic Departments :-

The Committee observed that the categorization of 'Scientific' & 'Non Scientific' as made in the existing Recruitment Rules in respect of the post of STAs and TAs do not appear to be appropriate, and therefore, recommended to do away with the same. The Committee further recommended that the matter may be

  
Convener : LCRC

  
Chairman : LCRC

**6 : 7 : 2 (1)**

**6 : 7 - OTHERS**

**(i). NEHU FOUNDATION DAY.**

In the past NEHU Foundation Day is being celebrated on 19<sup>th</sup> July, every year but in view of the NEHU Act, (24 of 1973) passed by both the Houses of Parliament and received of the assent of the President of India on 26<sup>th</sup> May, 1973 the 88<sup>th</sup> meeting of the Academic Council deliberated on the matter and after discussion the Council RESOLVED that from now onwards the NEHU Foundation Day be known as the “**University Day**” and will be celebrated on 26<sup>th</sup> May, every year.

The matter is placed before the Council for consideration.

(iii) Empanelment of Shri. Apoorv Kurup as the Standing Counsel of NEHU in the Hon'ble Supreme Court of India

Empanelment of Shri. Apoorv Kurup as the Standing Counsel of the University was considered and approved by the Executive Council in its 150<sup>th</sup> Meeting held on 30.03.2012 vide Resolution No. EC:150:2012:6:7:(iv). The Executive Council further sought necessary clarification on the question of whether Shri. Apoorv Kurup is an "**Advocate on Record**" or not.

As a follow-up of the aforesaid E.C. Resolution, a letter to this effect was written to Shri. Kurup on 18.04.2012 (Annexure-'A') for seeking necessary clarification from him on the above matter. In this context, Shri. Kurup has communicated vide his letter dated 08.05.2012 (Annexure-'B') his acceptance to the offer of the said empanelment and prescribed fees and also furnished necessary clarification on his not being an "**Advocate on Record**" and further informed that he is currently undergoing mandatory training for the same. However, he has also clarified in his letter that all pleadings before the Hon'ble Supreme Court on behalf of the University will be filed by either of his Advocates-on-Record and no additional fees will be charged by him on behalf of either of them.

Submitted for kind information of the Executive Council.



पूवोत्तर पर्वतीय विश्वविद्यालय  
 पू. प. विधि. परिसर, शिलांग-७९३०२२ (मेघालय)  
**North-Eastern Hill University**  
 NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone : 0364-2721051

Email : trlyngdoh@gmail.com

Memo No.F.Legal Cell/1-2/LJU/93(Vol.III)- 134.

Dated : 18.04.2012.

To,

Shri. Apoorv Kurup, Advocate,  
 Supreme Court of India,  
 H-11, Lower Ground Floor,  
 Lajpat Nagar - III,  
 New Delhi - 110 024.

Sir,

This has a reference to your application dated 23.02.2012 requesting for empanelment as Advocate for the University before the Supreme Court of India. The Executive Council of the University has approved the following payment to you for appearance before the hon'ble Supreme Court in cases relating to North Eastern Hill University:-

1. Professional fee of Rs. 11,000/- (Rupees eleven thousand) only, per appearance (including one conference).
2. Rs. 30,000/- (Rupees thirty thousand) only, for drafting charges of each Petition including Written Statement etc.
3. Rs. 5,500/- (Rupees five thousand five hundred) only, for each conference (including conference with Senior Advocate).
4. Out of pocket expenses on actual basis.
5. Retention fee of Rs. 7,000/- (Rupees seven thousand) only. pm

You are requested to submit the details about your status of "Advocate on Records" declared and deemed as such by the Supreme Court.

You are also requested to refer to the telephonic discussion between Prof. A.N. Rai, Vice-Chancellor, North Eastern Hill University and yourself on the afternoon of 17.04.2012. Accordingly, you are requested to prepare a Compendium of all relevant Rulings and Judgments of the hon'ble Supreme Court in service matters relating to Central Universities. Importantly, as this University is currently involved in litigation about Headship of Departments and Deanship of Schools, you are, particularly, requested kindly to give priority to Judgments and Orders relating to these two issues.

The University will reimburse an actual expenses incurred by you for the preparation of the aforesaid Compendium.

Yours faithfully,

Legal Officer

18.4.12

विधि अधिकारी

**APOORV KURUP**  
Advocate  
Supreme Court of India

**Correspondence:**  
H-11, Lower Ground Floor  
Lajpat Nagar - III  
New Delhi 110 024

Phones: +91-99994-64212  
+91-88003-32253  
Fax: (011) 2983-3001  
(011) 2983-3002  
Email: apoorv@akurup.com

08.05.2012

To,  
The Registrar  
North-Eastern Hill University  
NEHU Campus, Shillong 793 022  
Meghalaya  
Phone: 0364-2721051

Ref: Your memo no. F.Legal Cell /1-2/LJU/93(Vol.III)-134, dated  
18.04.2012

Sir,

I have read the terms of appointment set out in your letter dated 18.04.2012, and I accept the same. As I clarified in my letter dated 09.04.2012 addressed to Prof. A.N. Rai, since I am not an advocate-on-record at present (I am currently undergoing the mandatory training for the same), all pleadings before the Hon'ble Supreme Court on behalf of the University will be filed by either one of my advocates-on-record: Mr. Ardhendumauli Kumar Prasad and Mr. Nirnimesh Dube. Please note that I will not be charging any additional fees on behalf of either Mr. Prasad or Mr. Dube.

An email accepting the offer of empanelment has already been sent by me on 05.05.2012.

Yours sincerely,

  
Apoorv Kurup

~~D.R. (A.N. Rai)~~



Page 1 of 1

By Speed Post

F.No.8 5/2008-Desk U  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education

New Delhi, the 21.06.2012

✓ To,

The Vice-Chancellor,  
North Eastern Hill University,  
Shillong-793022,  
Meghalaya.

Subject: Appointment of Chancellor-reg.

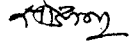
Sir,

I have been directed to refer to your letter No. NEHU-VCF/23 01/2012-45 dated 9<sup>th</sup> April 2012 on the subject mentioned above and to say that Prof. Andre Beteille has declined the offer of chancellorship of North Eastern Hill University and Prof Goverdhan Mehta and Prof Mrinal Miri has been appointed as Chancellor of University of Allahabad and Rajiv Gandhi University, respectively.

It is, therefore, requested that University may nominate another panel of names for appointment as Chancellor of the University as per provisions of the Acts and Statutes of the University.

This has the approval of Competent Authority.

Yours faithfully,



(Ramji Pandey)

Under Secretary to the Govt. of India

Tel No: 23384412

For info to EV  
AK  
27/6

**6:3:3(1)**

**6: - ADMINISTRATIVE MATTERS:**

**6:3: - Leave/Deputation:**

- (iii) Study leave in respect of Dr. B.T.Langstieh, Associate Professor, Department of Anthropology.

Letter dated 13<sup>th</sup> April, 2012 from Dr. B.T. Langstieh, Associate Professor, Department of Anthropology inform that she has been selected for the Fulbright –Nehru Senior Research Fellowship 2012-13 in the Department of Anthropology, University of Washington, Seattle, USA and she wanted to avail study leave for a period of 8 (eight) months w.e.f. 1<sup>st</sup> September, 2012 to 30<sup>th</sup> April, 2013 to enable her to join the fellowship (copy of letter at (Annexure-'A')). Faculty Meeting Department of Anthropology had approved the study Leave in its meeting held on 18.4.2012( copy of minutes at Annexure-'B'). The 33<sup>rd</sup> meeting of the School Board of human & Environmental Sciences held on 27th April, 2012 also approved/recommended the Study Leave ( copy of minutes at Annexure –'C'). The letter of awarding of Fellowship received from Adam J. Grotsky, Executive Director, USIEF ( Annexure-'D')

The matter is placed before the Council for consideration.

6:3:3(2)

ANNEXURE - 'A'

Dr. (Mrs.) B. T. Langstieh  
Associate Professor  
Department of Anthropology  
North-Eastern Hill University  
Shillong – 793 022

**THROUGH PROPER CHANNEL**

To

The Registrar  
North Eastern Hill University  
Shillong 793 022

**Subject:** Application for Study leave (duration 8 months)

Dated: 18<sup>th</sup> June 2012

Dear Sir,

As I have been selected for the Fulbright-Nehru Senior Fellowship 2012-2013 to the Department of Anthropology, University of Washington, Seattle, USA, I humbly submit this request for a study leave of 8 months duration w. e. f. 15<sup>th</sup> September 2012 until 15<sup>th</sup> May 2013.

Enclosed are:

1. Copy of Minutes of the faculty meeting held on 18.4.2012
2. Copy of study leave approval as cited in the Minutes of the School Board Meeting, School of Human and Environmental Sciences, dated 3<sup>rd</sup> May 2012.
3. Copy of the Fellowship awarded by the United States – India Educational Foundation.

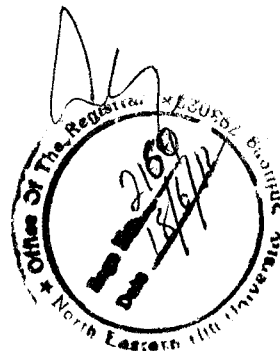
This is for your kind information and necessary action.

Thanking you,  
Yours Sincerely,

(Dr. B. T. Langstieh)  
Deptt. of Anthropology, NEHU.

*Forwarded and recommended*  
*[Signature]*  
*18/6/12*

HEAD  
Department of Anthropology  
North Eastern Hill University  
Shillong 793 022



*DR (Acad) / SO (Head)*

*L.P*  
*19/6*

6.3.3(3)

Minutes of the faculty meeting held on 18.4.2012 at 2 pm:

Members present

1. H. Lamin
2. L. Zehol
3. G. Ranjan
4. B. Langstieh
5. Q. Marak
6. J. W. Dkhar
7. D. K. Limbu
8. R. Khongsdier
9. T. B. Subba in the chair

Minutes

1. The application of Soreishang Kasar requesting extension of the date for submission of his thesis by two years [from 5.9.2012 to 5.9.2014] is approved and recommended for consideration of appropriate authorities of the university.
2. The application of Lalgin Chongloi for extension of Rajiv Gandhi National Senior Research Fellowship for the fourth year was approved.
3. Before taking up the application of Dr. Banrida Langstieh for Study Leave she was asked to leave the meeting hall. After thorough discussion on the consequences of any faculty member proceeding on paid leave it was resolved to recommend the grant of Study Leave to appropriate authorities.

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

T. B. Subba



Q:3:3(4)

**NORTH-EASTERN HILL UNIVERSITY**

School of Human and Environmental Sciences

SHILLONG -793022

Phone: (O) (0364) 272 3221 (M) 94361 03856 (R) (0364) Fax: (0364) 2550040

2537331 Email: [hlamin3@hotmail.com](mailto:hlamin3@hotmail.com)

Professor H.Lamin  
Dean

No F. 10/SB(A&M)/SHES/2012/- 281

Dated: 3<sup>rd</sup> May, 2012

To  
All Members  
School Board, School of Human and Environmental Sciences  
NEHU, Shillong.

Subject: Minutes of the 33<sup>rd</sup> meeting of the School Board, School of Human and Environmental Sciences. NEHU, Shillong.

Sir/Madam,

In inviting a reference to the subject cited above, please find enclosed herewith a copy of the minutes of the 33<sup>rd</sup> meeting of the School Board, School of Human and Environmental Sciences held on 27<sup>th</sup> April, 2012 at the Committee Room, School of Human and Environmental Sciences, NEHU, Shillong for favour of your information and comments.

Thanking you.

Sincerely yours,

(H.Lamin)  
Encl: a.a.



**NORTH-EASTERN HILL UNIVERSITY**  
School of Human and Environmental Sciences

SHILLONG - 793022

The 33rd meeting of the School Board, School of Human and Environmental Sciences started at 11:00 hrs. The Chair welcomed all the members of the Board. Regret of the member viz Prof A. C. Mohapatra was conveyed to the Board.

**Resolutions/Recommendations**

1. Minutes of the 32nd meeting of the School Board, School of Human and Environmental Sciences held on 19th September 2011 were confirmed. No comments were received after the draft minutes were circulated.
2. Report on action taken in the minutes of the last meeting were informed and approved.
3. Reporting matters and ratification:

**Results (Ph.D.): Ratified**

- (a) **Ms Donnycia Tariang**, "Assessment of the Water Quality of Umkhrah River: Physico-Chemical and Biological Investigation".  
Supervisor: Prof.B.K.Tiwari  
Date of Publication: 03-12-2011  
Department: Environmental Studies
- (b) **Ms Phalguni Kayenpaibam**, "Ecological and socio-economic analysis of traditional and modern forest management practices of Tangkhul Naga community".  
Supervisor: Prof.B.K.Tiwari  
Date of Publication: 14-12-2011  
Department: Environmental Studies
- (c) **Mr K.C.Lalmalsawmzauva**, "Reproductive Health in Mizoram with Special Reference to Champhai District".  
Supervisor: Prof.D.K.Nayak  
Date of Publication: 27-01-2012  
Department: Geography
- (d) **Ms Jennifer Baiamonlang Khyriem**, "A Study on Health Status of the Khasis in Domiasiat Area of West Khasi Hills District, Meghalaya".  
Supervisor: Prof.R.Khongsdier  
Date of Publication: 23-03-2012  
Department: Anthropology
- (e) **Mr C.Ramhnehzauva**, "Distribution and types of Water sources in Aizawl City".  
Supervisor: Prof.Z.H.Qureshi  
Date of Publication: 29-03-2012  
Department: Geography
- (f) **Mr Bharat Chandra Nath**, "Assessment of Irrigation requirement and potential for crop diversification in Lower Kameng Basin".  
Supervisor: Prof.Z.H.Qureshi  
Date of Publication: 29-03-2012  
Department: Geography

4. **Revision of M.Sc. Environmental Sciences Syllabus**

The syllabus was discussed and approved with modifications. Suggestions to be taken care of while modifying the syllabus, considering the faculty and other available resources, for onward submission to Academic council are:

- a. A separate paper on Natural Resources be there as a open course
- b. Practical component in the ENVC 204: Remote Sensing and Geographical Information System be included.
- c. Paper ENVC- 102 be renamed as Forestry and Water Resources.
- d. From the Paper ENVC- 102, Unit IV: the "land use classification" be removed.
- e. Paper ENVC -202: the Environmental Impact Assessment and Ethics and Policies may include "Corporate and Social responsibilities"
- f. Paper ENVC- 205 shall include the and "Article 21 of the constitution"
- g. Some more suggested reading be added in the papers. Serial numbers in suggested readings and Practical (ENVC- 403) be corrected.

5. **Revision of M.Sc. RDAP, Tura Syllabus**

The syllabus was discussed and approved with modifications. Suggestions to be taken care of while modifications of the BPGS approved syllabus, considering the faculty and other resources available, for onward submission to Academic council are-

- a. The credits be checked and shall be in accordance with the NEHU system.
- b. RDA 106 be renamed as Computer Applications
- c. RDA 205 be renamed as Farm Management.

6. **Revision of M.Sc. Horticulture Syllabus**

The syllabus was discussed and not approved. The Board acknowledges the efforts of the Syllabus Committee. The following observations are made so as to further improve the syllabus and make it in accordance with the existing NEHU system:

- a. Horticulture being vast subject so the syllabus shall be in accordance with the faculty and their expertise.
- b. The credits pattern of the NEHU is not adopted and the credits shown as 63 may create confusion, although it is at par with the ICAR system but should be properly modified to be adopted, so that students should not face problem after passing out.
- c. The Admissions and reservations for admissions should be as per the NEHU norms.
- d. The course code should also follow a pattern and in accordance with the NEHU system.
- e. The syllabus structure and distribution shall be as per the existing pattern.

7. **Registration matters:**

a. **Geography Department**

**Ph.D.**

1. **Luna Moni Das**, "Geomorphic Study of Floods in the Jiya Dhol River Basin of the Brahmaputra Valley".

Supervisor: Prof. Z.H. Qureshi

Date of Admission: 08-09-2011

- a. Both the aspects of Floods be considered.
- b. Specific hypothesis be mentioned and methodology and attributes be more elaborate

2. **Smita Linda**, "Simulating Land Use Change in Ranchi City".  
Supervisor: Dr P.K. Ryngha  
Date of Admission: 08-09-2011
  - a. Time frame has to be justified
  - b. Census data be integrated.
  - c. References need to be complete and follow a pattern.
  - d. Keeping in view the objectives of the study, the title does not match.
 The synopsis is referred back to the BPGS Geography.

#### M.Phil. Geography

1. The Application for extension shall be submitted through the Supervisor.
2. The Dean, SHES, is authorised to grant extension and then the matter be brought to School Board for ratification.
  1. **Iinotoli V.Sema**, "Geomorphic Study of Landslides in Zunheboto Town of Nagaland".  
Supervisor: Prof. Z. H. Qureshi  
Date of Admission: 08-09-2011
    - i. References be checked and corrected
  2. **Newfoundgrace M.Kharmyndai**, "Contribution of Non-Timber Forest Products on Rural Livelihood around Pynursla".  
Supervisor: Dr L. Cajee  
Date of Admission: 02-08-2011
    - i. References be checked and corrected
    - ii. The title shall be "Contribution of Non-Timber Forest Products on Rural Livelihood around Pynursla, Meghalaya"
  3. **Niangpi Guite**, "Impact of Jhum Cultivation on Forest Cover in Karbi Anglong District of Assam".  
Supervisor: Prof. B.S. Mipun  
Date of Admission: 08-09-2011
    - i. References be checked and corrected
  4. **Pritom Jyoti Sarmah**, "Natural Resources and Livelihood Pattern among the Mishing Community of Majuli Island".  
Supervisor: Prof. A.C. Mohapatra  
Date of Admission: 05-09-2011
    - i. References be checked and corrected
    - ii. The title shall be "Natural Resources and Livelihood Pattern among the Mishing Community of Majuli Island, Assam"
  5. **Riju Debbarma**, "Socio-Economic Impact of Rubber Plantation on Jhumia Population in Dhalai District of Tripura".  
Supervisor: Dr S. Purkayastha  
Date of Admission: 02-09-2011
    - i. References be checked and corrected

- ii. The title shall be "Socio-Economic Impact of Rubber Plantation on Shifting Cultivators in Dhalai District of Tripura "
- iii. Objectives be reframed accordingly.
6. **Repenstar Khongjee**, "Bedload Distribution of Pahamsyiem Watershed in Northern Slopes of Meghalaya".  
Supervisor: Dr H.J. Syiemlieh  
Date of Admission: 05-09-2011
- i. References be checked and corrected
- ii. The title be changed to "Bedload Distribution in Main Channel of Pahamsyiem Watershed in Northern Slopes of Meghalaya"
7. **V.S.Soreimi**, "Cross Border Trade in Moreh Town".  
Supervisor: Prof. B.S. Mipun  
Date of Admission: 02-09-2011
- i. References be checked and corrected
- ii. The title be changed to "Cross Border Trade with Myanmar in Moreh Town, Manipur"
8. **Vonlalduhawma Tochwawng**, "Women in Politics: An Exploration of the Political Landscape of Mizoram".  
Supervisor: Prof. D.K. Nayak  
Date of Admission: 01-09-2011
- i. References be checked and corrected
9. **Wilhelmos Shylla**, "Characteristics of Urban Heat Island: A Case study of Shillong Urban Agglomeration".  
Supervisor: Dr P.K. Rynghga  
Date of Admission: 10-10-2011
- i. References be checked and corrected
- ii. Title shall be "Characteristics of Urban Heat Island: A Case study of Shillong Urban Agglomeration"
10. **Zoramkhuma**, "Changing Pattern of Agricultural Productivity in North-Eastern Region".  
Supervisor: Prof. S. Singh  
Date of Admission: 01-09-2011
- i. References be checked and corrected
- ii. Title shall be "Changing Pattern of Agricultural Productivity in North East India"
8. Extension of Time: for submission of Ph. D. thesis of the candidates as mentioned in agenda are approved

<u>Name</u>	<u>Date of Registration</u>	<u>Expiry Date</u>	<u>Extention seeking upto</u>
<u>Department of Anthropology</u>			
• Soreishang Kasar	1192 of 06-09-2007	05-09-2012	04-09-2014 (2 yrs)
<u>Department of Environmental Studies</u>			
• Athoibi Nongmaithem	1127 of 10-05-2007	09-05-2012	08-05-2013 (1 yr)

• Anamika Upadhaya	1129 of 10-05-2007	09-05-2012	08-05-2013 (1 yr)
• Andrew C. Lyngdoh	1130 of 10-05-2007	09-05-2012	08-05-2013 (1 yr)
• Arvind Kumar	1155 of 10-05-2007	09-05-2012	08-05-2013 (1 yr)
• Marvellous B. Lynser	1128 of 10-05-2007	09-05-2012	08-05-2013 (1 yr)
• Shiv Kumar Prasad	1203 of 06-09-2007	05-09-2012	04-09-2013 (1 yr)

Department of Geography

• Arati Yadav	1122 of 10-05-2007	09-05-2012	08-05-2013 (1 yr)
• Bring Rynthiang	1181 of 06-09-2007	05-09-2012	04-09-2014 (2 yrs)
• C. Lalnunkima	1179 of 06-09-2007	05-09-2012	04-09-2014 (2 yrs)
• E.A. Kikon	1125 of 10-05-2007	09-05-2012	08-05-2014 (2 yrs)
• James Lyngdoh	1126 of 10-05-2007	09-05-2012	08-05-2014 (2 yrs)
• J.M. Nongkynrih	1180 of 06-09-2007	05-09-2012	04-09-2013 (1 yr)
• P.L. Gangle	1183 of 06-09-2007	05-09-2012	04-09-2014 (2 yrs)
• Saveyna Dkhar	1124 of 10-05-2007	09-05-2012	08-05-2014 (2 yrs)
• S.T. Zou	1182 of 06-09-2007	05-09-2012	04-09-2014 (2 yrs)

## 9. Panel of examiners for the candidates are approved

NameSupervisorDepartment of Anthropology

- C. Lalrammuana
- Lalgin Chongloi

Dr D.K. Limbu  
Prof. H. Lamin

Department of Environmental Studies

- Niranjana Kumar
- Marvellous B. Lynser

Dr. S.S. Chaturvedi  
Prof. B.K. Tiwari

Department of Geography

- Arati Yadav
- Gagan Bhuyan
- Happiline Shangpliang

Prof. A.C. Mohapatra  
Dr. H.J. Syiemlieh  
Prof. S. Singh

## 10. Any other matter

- a. Allotment of new supervisor for Sri K. D. Kumar Singh, Research Scholar, Department of RDAP, Tura is approved
- b. The application for appointment as Joint Supervisor shall accompany the Ph. D. synopsis and be need based. The application is returned with comments as mentioned.
- c. The Board approved the proposal to start the M.Phil. programme, Department of RDAP, Tura
- d. The application of Dr Banrida Langstieh, Reader, Department of Anthropology for study leave from 1st September 2012 to 30th April 2013 is considered and approved for onward submission.

(H. Lamin)  
Chairman



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June 14, 2012

**Dr. Banrida Theresa Langstieh**  
Associate Professor  
Department of Anthropology  
North Eastern University  
Shillong 793 022  
Meghalaya

Dear Dr. Langstieh:

The United States-India Educational Foundation is pleased to inform you that you have been selected by the Foreign Fulbright Scholarship Board (FSB) in Washington D.C. and approved by the United States Department of State's Bureau of Educational and Cultural Affairs (ECA) and the Government of India (GOI) for a **Fulbright-Nehru Senior Research Fellowship**. As part of your grant, you will receive a maintenance allowance of \$2800 per month for a period not exceeding eight months, beginning **September 16, 2012** plus a \$1500 professional allowance, \$500 settling-in-allowance, \$100 transit allowance and a \$500 baggage allowance. The Council for International Exchange of Scholars (CIES), Washington D.C. has confirmed your affiliation with University of Washington, Seattle, WA. Prof. Donna Leonetti, Department of Anthropology, University of Washington will be your host faculty.

As part of your Fulbright grant benefits, you will also receive roundtrip transportation via economy class between Shillong, Meghalaya and University of Washington, Seattle, WA, your institution of affiliation in the U.S., by the shortest route. You will receive accident and sickness coverage for the grant period (please see ASPE guide for details regarding coverage).

Your Fulbright-Nehru grant is governed by the policy guidelines established by the J. William Fulbright Foreign Scholarship Board:

<http://fulbright.state.gov/fsb/program-policies/lecturers-and-research-scholars-from-partner-countries>

Enclosed are two copies of the **Fulbright-Nehru Award No. 1720/FN-SR/2012** with accompanying Terms and Conditions. If you accept the award, Please sign and return a copy to the Foundation.

**Visa Instructions:** You must appear personally before the Visa Consular Officer in Kolkata to obtain your visa. You will be required to produce the following documents at that time:

1. Form DS-2019 [Certificate of Eligibility]
2. Passport(s) valid for at least 6 months beyond the expiration date of your grant period and old passports
3. Grant documents issued by USIEF
4. Leave sanction letter from your institution, if applicable

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5. Photograph (2 inches X 2 inches)
6. Confirmation Page of your DS-160 (visa application form)
7. Affidavit of support indicating you have adequate funds to support your dependents accompanying you to the U.S.

Your DS-2019 form will be with Ms. Shevanti Narayan, Regional Officer, USIEF-Kolkata. Please get in touch with Ms. Narayan to enquire about visa formalities before you go to the American Consulate, Kolkata. She can be reached through email at [shevanti@usief.org.in](mailto:shevanti@usief.org.in) and telephone number (033) 2288 0659.

USIEF will arrange your travel in consultation with you and in accordance with USIEF regulations. The U.S. Government regulations require the use of American carriers only. For your travel arrangements, please get in touch with Ms. Vijee Ninan, Indian Program Associate, USIEF-New Delhi at [vijee@usief.org.in](mailto:vijee@usief.org.in) and send a copy to Ms. Sarina Paranjape, Senior Program Officer, Indian Program, USIEF-New Delhi at [sarina@usief.org.in](mailto:sarina@usief.org.in).

This fellowship is for eight months. You must be prepared to carry out your program within this period and make your plans accordingly. This fellowship provides for a dependent allowance of \$200 per month towards maintenance for one principal dependent, provided the dependent is in the U.S. for at least 80% of the grant period. In addition, the principal dependent will receive round-trip transportation from your city of residence in India to the U.S. host institution. For other accompanying dependents, you will be responsible for all expenses. In case they remain in India, you should also have adequate funds to support your dependents in India for the period of the grant.

If you are employed, the fellowship has been awarded to you on the assumption that you will be given leave by your employer for your research/teaching/professional development in the U.S. This should be confirmed officially to us as soon as possible. Since funds in this program are extremely limited, no extensions are possible.

CIES, the coordinating agency in the United States, has been designated by the FSB and the U.S. Department of State to arrange, verify and supervise the professional programs of foreign scholars visiting the United States to conduct advanced research under the Fulbright-Nehru program.

You should feel free to communicate with CIES concerning any problems that may arise during your stay in the U.S. The Assistant Director for South and Central Asia at CIES is Catherine Johnston Matto <[CMatto@lie.org](mailto:CMatto@lie.org)>. All matters relating to international travel, except in the case of emergency, should be taken up directly with the Foundation in India at least two months before your departure from the U.S. It is understood that you will return to India as soon as your program in the U.S. is over.

USIEF will disburse your monthly stipend and applicable allowances, if any, through wire transfer to your U.S. bank account. Please provide to USIEF the required U.S. bank information on the prescribed format immediately after opening your U.S. account.



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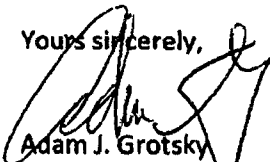


USIEF expects you to remain in touch and submit two reports on your U.S. experience and impressions—one to CIES at the end of your stay before leaving the U.S. and the second to Foundation after your return. Proformas for these will be given to you at the appropriate time. In addition, you will have to submit USIEF a mid-term report, half way through the grant period. The proforma will be sent to you.

Since all awards under the Fulbright-Nehru Program involve full or partial U.S. Government financing, visiting scholars are subject to the two-year foreign residence requirement associated with the J-1 visa. This means that you are not eligible to apply for status in the U.S. as permanent resident, H temporary worker/trainee, or L intra-company transferee until you have resided and been physically present in India for at least two years following your departure from the United States.

It has been a pleasure to participate in the awarding of this grant. We trust that you will have a profitable period of stay in the U.S. and we offer to you our congratulations upon the award of this grant.

Yours sincerely,



Adam J. Grotzky  
Executive Director

Encl: As stated

Cc: Fiscal and Administration Section, USIEF-New Delhi  
Ms. Shevanti Narayan, Regional Officer, USIEF-Kolkata

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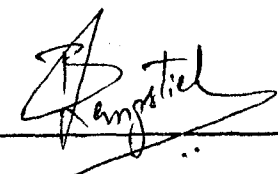
**CERTIFICATE OF ACCEPTANCE**

I accept the fellowship offered to me by the United States-India Educational Foundation (USIEF) and agree to abide by the terms set out in the award documents sent to me by USIEF. In accepting, I certify that I have not received financial and travel assistance from any other source;

I agree to send to USIEF my U.S. bank details to facilitate wire-transfer of my stipend and other applicable allowances;

I agree to send USIEF a copy of the report that I submit to CIES. I also agree to submit the completed USIEF final report form upon return.

Date: 15<sup>th</sup> June 2012

Signature: 

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## UNITED STATES-INDIA EDUCATIONAL FOUNDATION

### FULBRIGHT-NEHRU AWARD

#### TERMS AND CONDITIONS OF FULBRIGHT-HAYS TRAVEL GRANT

(P.L.87-256, the Mutual Educational and Cultural Exchange Act of 1961)

<b>1. Name &amp; Official Address of Grantee</b> Dr. Banrida Theresa Langstieh Associate Professor Department of Anthropology North Eastern University Shillong 793 022 Meghalaya <b>Contacts:</b> (O) 0364 2723111/(M) 09863063038 (E) <a href="mailto:Langstieh.banrida@gmail.com">Langstieh.banrida@gmail.com</a> ; <a href="mailto:blangstieh@nehu.ac.in">blangstieh@nehu.ac.in</a> ;	<b>2. Name of the Principal accompanying Dependent (daughter):</b> Risamon Mary Langstieh <b>3. Grant Number :</b> 1720/FN-SR/2012 <b>4. Date of Issue :</b> June 14, 2012 <b>5. Duration of grant :</b> Eight Months <b>6. Category of Grant:</b> Fulbright-Nehru Senior Research Fellowship <b>7. Program No. :</b> G-1-0005 <b>8. Visa :</b> J-Visa
<b>9. Purpose:</b> Research	
<b>10. Project Title:</b> Household Ecology of the Matrilineal Khasi in Meghalaya, India	
<b>11. Grant Dates:</b> September 16, 2012 to May 15, 2013	
<b>12. Affiliation in the U.S.:</b> University of Washington, Seattle, WA 98195	
<b>13. Name of your Host/ Faculty Associate in the U.S.:</b> Prof. Donna Leonetti, Department of Anthropology, Box 353100, Seattle, WA 98195-3100 Phone: 206-543-6083 E-mail: <a href="mailto:leonetti@u.washington.edu">leonetti@u.washington.edu</a>	
<b>14. Benefits Covered Under the Grant:</b> USIEF will disburse the following benefits: a. <b>Settling In Allowance of \$500</b> in form of a one-time payment provided prior to your departure to the U.S. in form of traveler's checks. b. <b>Monthly Stipend \$2800.00</b> for a period not exceeding eight months. The first month's stipend will be given prior to departure in form of traveler's checks. The remaining stipend will be wire-transferred to your U.S. bank account in two installments. c. <b>Professional Allowance of a one-time payment of \$1500</b> provided as part of your first wire-transfer to your U.S. bank account. (If the duration of the grant is less than 4 months, then USIEF pay a flat \$750 one time professional allowance) d. <b>Airport Transfer/Transit Allowance</b> in form of a one-time payment of \$100 prior to your departure to the U.S. in form of traveler's checks. e. <b>Excess Baggage Allowance</b> in form of a one-time payment of \$500 prior to your departure to the U.S. in form of traveler's checks. (note: if the duration of the grant is 4 months or less, then the excess baggage allowance be a one-time \$300) f. <b>International Travel:</b> USIEF will provide you a round-trip economy class international air ticket per USIEF	

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guidelines from your city of residence to your U.S. host institution by the shortest route.

- g. **Dependent Allowance of \$200 per month for up to 8 months, subject to the dependent being in the U.S. for at least 80% of your eight month grant period. This allowance is available for ONE dependent only and will be wire-transferred along with your stipend to your U.S. bank account. USIEF will also provide this dependent a round-trip international economy class air ticket per USIEF guidelines from your city of residence to your U.S. host institution.**

**14. Grant Total: \$ 30, 600 (this includes dependent travel and all applicable allowances)**

**15. Authorizing Officer:** Adam J. Grotzky, Executive Director

Signature: 

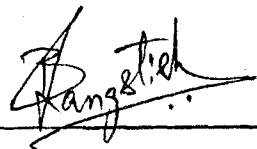
Date: June 15, 2012

**16. Cooperating Agency in the U.S.:**

**Catherine Johnston Matto**  
 Assistant Director for South and Central Asia  
 Institute of International Education  
 Council for International Exchange of Scholars  
 1400 K Street, NW, Suite 700  
 Washington, DC 20005  
 Phone: 202-686-4000 / Fax: 202-686-4029  
 cmatto@iie.org | www.iie.org/cies

**17. Recipient's Action:** Please read carefully the Terms and Conditions of the Award and the USIEF Travel and Excess Baggage Rules. In addition, please read the booklet, "Guide for Visiting Fulbright Scholars" for additional details on Fulbright policies and procedures. Your Fulbright-Nehru award is contingent upon medical clearance.

**18. Certificate of Acceptance:** I accept the award offered to me by the United States-India Educational Foundation under U.S. Public Law 256, 87th Congress, Fulbright-Hays Act, and agree to abide by the terms and conditions. I certify that I shall inform USIEF my U.S. bank details to facilitate payment of monthly stipend and other applicable allowances. By my signature, I attest and certify my full understanding and acknowledgement of the Fulbright-Nehru award agreement, the Terms and Conditions of the Award and the USIEF Travel and Excess Baggage Rules and all contents, therein.

Name: BANKIDA THERESA LANGSTIEH Signature: 

Date: 15<sup>th</sup> June 2012

I decline the grant and am returning all documents

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

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

**TERMS AND CONDITIONS AND TRAVEL RULES ENCLOSED**

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