

Right to Information

1.0 About the Act :

1.1 Please visit the link below for bare Act of Right to Information :

<http://righttoinformation.gov.in/>

2.0 About Organization:

2.1 Name:

Indian Institute of Technology Indore,
Campus : Simrol 452 020,
Madhya Pradesh.

2.2 Particulars of Organization:

(1) Objective of the Institute:

The primary objective of the Indian Institutes of Technology is to provide education, research, training and consulting in the field of science and technology to the students, scientists and technocrats, industry to advance the knowledge through research, design and other developments to help building the nation towards self-reliance in her technological needs.

(2) Brief history of the Institute:

In keeping with India's vision to become a world leader in Science and Technology and to usher in a new revolution, resulting in an unprecedented economic growth, Government of India reassessed the need of technical manpower and decided to set up eight new IITs. Six of them started functioning from the academic year 2008-09. These were established at Hyderabad, Gandhinagar, Jodhpur, Ropar, Patna and Bhubaneswar. IIT Indore and IIT Mandi started functioning from July 2009.

Indian Institute of Technology Indore being one of the new IITs, located in the state of Madhya Pradesh, known as IIT Indore, is an institute of national importance established by the Ministry of Human Resource Development, Government of India. The institution started functioning from 2009-10 in a temporary campus at Institute of Engineering and Technology of Devi Ahilyabai University under the mentorship of IIT

Bombay. Shri Arjun Singh, the then Union HRD minister, laid the foundation of the permanent campus, spread over an area of around 502 - acre (2.1 km²), on 17th February 2009 at Simrol, a location on Khandwa Road about 25 km from the city of Indore.

Presently, IIT Indore is functioning from four different locations: first one at IET-DAVV Campus (Khandwa Road) and the academic complex at PACL Campus (Harnia Khedi Village, Indore-MHOW Road), the third one being the Hostels and other accommodation leased at Silver Springs Township and the fourth one being the Permanent Campus of the Institute coming at Simrol under advanced stage of construction where a few of the buildings are completed and occupied. The School of Engineering is functioning from its PACL campus. There are various engineering labs and Mechanical Engineering Workshops established in this campus. The School of Humanities and Sciences and School of Sciences have since shifted to Simrol Campus. The Field /Project Office cum Sophisticated Instrumentation Facility (SIC) lab and all the administrative offices including Director's Secretariat, Registrar's office, Offices of the Dean of Planning and Administration (DoP and DoA), General Administration, Materials Management and Finance and Accounts and Safety and Security sections have since been shifted to the Simrol Campus.

The Academic office is responsible for managing the academic affairs including examination of the students of the Institute. Dean of Academic Affairs and Associate Dean (Academics) is assisted by a Deputy Registrar in managing the activities.

Students at IIT Indore are provided with residential facilities at the leased residential complex at Silver Springs Township. Currently with 82 faculty members (including regular, visiting and adjunct), approx 800 students and 80 administrative support staff (including regular and contractual). Focus on developing state of the art facilities to augment the institute's research and development initiatives has borne fruit as according to Scopus; IIT Indore now stands at the first position amongst the new eight new IITs.

IIT Indore started its journey with three engineering, three science disciplines and a School of Humanities. Aggressively pursuing interdisciplinary initiatives from the very start of the first interdisciplinary discipline - Biomedical Science and Biomedical Engineering was instituted in 2012, followed by Material Science and Engineering (to incorporate wider domains of materials research); the Centre of Astronomy was constituted in 2014. Every new and interesting

idea was pushed forward from every faculty member with any semblance or hint of multidisciplinary. From their inception, the centres have extended the disciplines, resulting in several novel interdisciplinary directions. At every step, the faculty members engaged in research overlapped and engaged in discussions, at times ensuring that they organize conferences together, so that interdisciplinarity was encouraged.

(3) Vision/Mission:

The driving force behind the 21st century is the development of knowledge-intensive societies. This awareness has led to the creation of new institutes of higher learning in India in the past few years. Indian Institute of Technology Indore, established in 2009, is part of this mega-project that envisages India as a Global Technology Leader. Continuing with the tradition of the older IITs, IIT Indore aims to play an active role in this task of propelling India on her growth-trajectory by focusing on education, research, training and development. IIT Indore visualizes this mission within the context of larger humanistic concerns.

(4) Quality Policy:

To pursue global standards of excellence in all our endeavours namely, teaching, research, consultancy and continuing education and to remain accountable in our core and support functions through processes of self- evaluation and continuous improvement.

(5) Core Values:

Development of human resources to serve the nation. Recognition of teaching as a unifying activity Nurturing integrity, creativity and academic freedom Retaining a willingness to experiment with new paradigms.

2.3 Organizational Structure:

The Director is the principal academic and executive officer of the Institute. The Governing Body of the Institute is the Board of Governors headed by the Chairman who is nominated by the Government of India in terms of the The Institute of Technology Act, 1961 which is the apex policy making body. The Director is ex-officio Chairman of the Senate, being the highest academic body. The Senate comprising of professors of the Institute and other experts including some from other institution decides the academic policy of the Institute. The Director is assisted in the

management of the affairs of the Institute by Deans and Registrar. Presently, the Institute appointed the Deans in - Planning, Academic Affairs, Students Affairs, Research and Development and Administration. There are three other Associate Deans one each for Academic Affairs, Planning, Research and Development and the Registrar is the statutory officer vested with the common seal and records and responsible as the custodian of the property of the Institute.

2.4 (1) Service being provided by the Institute:

➤ **The Institute offers the following degrees:**

- a. Bachelor of Technology (B.Tech) in Computer Science and Engineering, Electrical Engineering and Mechanical Engineering with an option to convert into dual degree programme of B.Tech + M.Tech
- b. Master of Technology (M.Tech) in Communication and Signal Processing, Production and Industrial Engineering and Material Science and Engineering with an option to convert to dual degree M.Tech + PhD
- c. Master of Science (MSc) in Physics, Chemistry and Mathematics with an option to convert to dual degree MSc + PhD
- d. Doctor of Philosophy (PhD)

➤ **There are following schools in the Institute:**

a. School of Engineering:

- i) Discipline of Computer Science and Engineering
- ii) Discipline of Electrical Engineering
- iii) Discipline of Mechanical Engineering

b. School of Basic Sciences:

- i) Discipline of Chemistry
- ii) Discipline of Physics
- iii) Discipline of Mathematics

c. School of Humanities and Social Sciences.

- i) Department of Economics
- ii) Department of English
- iii) Department of Philosophy
- iv) Department of Psychological Science
- v) Department of Sociology

➤ **There are following Interdisciplinary Research Centres in the Institute:**

- a. Biosciences and Biomedical Engineering
- b. Material Science and Engineering
- c. Astronomy

➤ **Doctoral programmes are offered in all the above schools & disciplines.**

[For more details, please visit Institute Website](#)

- (1) To focus on aggressive promotion of forefront and basic research in engineering, science, humanities and social sciences.
- (2) Establishing connections with international organizations in industry and academia. Student exchanges and collaborative research have been specific targets of these connections.
- (3) To cater to continuing education program of the Govt. of India.
- (4) To organize conferences, seminars, interactive lectures and short term courses.

2.5 Address of the Institute:

Indian Institute of Technology Indore
Khandwa Road, Simrol Indore - 452 020
(Madhya Pradesh)

2.6 Institute working hours:

Academic Departments: 8.30 AM to 5.30 PM (lunch break 1.00 PM to 1.30PM) / Administration: 9.15 AM to 5.45 PM (lunch break 1.00 PM to 1.30PM) / Institute Hospital and Security Section: round the clock / Library: 9:00 AM to 5:30 PM.

2.7 Council, Board, Committees and other Bodies.

Following are the Governing body and Committees of the Institute:

- Council of IITs - Composition of the Council refer Chapter-III of the Act.
- [Board of Governors](#)
- [Finance Committee](#)
- [Building and Works Committee](#)
- [Senate](#)

2.8 Functions:

2.9 Power and duties of Officers and Employees:

Director is the Principal Academic and Executive Officer of the Institute. The Director shall be responsible for the proper administration of the Institute and for the imparting of the instruction and maintenance of discipline therein. The Director has the power to incur expenditure in accordance with the procedure as may be laid by the Board/MHRD from time to time.

Deans shall assist the Director in academic and administrative work and maintaining liaison with Institution of higher learning and research.

Registrar shall be the custodian of records, the common seal, the funds of Institute and other properties of the Institute.

Registrar shall exercise such other powers and perform duties as may be assigned to him by the Act or the Statutes or by the Director.

Other officers and staff of the Institute assume powers, responsibilities and duties as assigned to them from time to time by the Director.

For more details see Act and Statutes of the Institute.

3.0 Procedure followed in the decision making process including channels of supervision and accountability:

As per Act and Statutes of the Institute.

3.1 Details of norms set by the Institute for discharge of its functions:

As per Act and Statutes of the Institute.

3.2 Rules, regulations, instructions, manuals and records held by it for discharge of functions as amended from time to time:

1. The Institute of Technology Act, 1961

2. Statutes.
3. Fundamental Rules
4. Supplementary Rules
5. General Financial Rules
6. Ordinances & Regulations for all courses.
7. Further Government of India Guidelines / Norms / Orders / Procedures as applicable to IITs from time to time.

3.3 Statement of the categories of documents held by the organization or under its control:

Administrative Office Orders / Decisions and Guidelines as approved by Institutes' Governing Body i.e. Board of Governors (BOG).

3.4 Directory (telephone numbers and email addresses) of officers and employees:

[Institute Telephone Directory](#)

3.5 Monthly remuneration received by each of its employees and officers including the system of compensation as provided in the institute's regulations:

The monthly remuneration received by the employees and officers of the Institute are as per the Government approved pay scales. Compensation is extended as per rules and orders issued by Govt. of India from time to time.

3.6 Budget allocated to each agency indicating the particulars of all plans, proposed expenditure and reports on disbursements made:

Updated Budget:

Plan and Non Plan Budget for Financial Year. (Rs. in Crores)

Year	Plan		Non-Plan
	Normal	OSC Grant	
2013-14	82.00	NIL	NIL
2014-15	133.45	NIL	NIL

3.7 Execution of subsidy program and details of beneficiaries of such programmes:

Scholarships and fellowships awarded from time to time.

3.8 Particulars of any arrangement that exists for consultation with or representation by the members of public in relation to formulation of policy and implementation thereof:

As per the requirement from time to time.

3.9 Details in respect of the information available to or held by it, reduced in an electronic form:

Broad information about Institute and activities are made available on the website.

4.0 Facilities available for obtaining information including working hours of a library or reading room, if maintained for public use:

Library can be used by the registered users (students, faculty & staff).
Working hours are 9.00 AM to 5.30 PM.

4.1 Fee for RTI:

- Rs 10/- shall be in favour of Registrar, IIT Indore
- Other copies of records will be made available at Rs. 2 per page and information on CD at Rs. 100/- per C.D. Information readily available shall only be forwarded but not compilation from various sources/records/dates.

4.2 Request for information shall contain the following particulars :

1. Name:
2. Address:
3. Citizenship with id proof:
4. Information required:

Self certified ID proof regarding bonafide citizenship of India be enclosed along with the application.

Certification regarding below poverty line issued by competent authority if applicable be enclosed.

5. A fee of Rs. 10/- by Demand Draft/Banker Cheque/Postal Order in favour of Registrar, Indian Institute of Technology Indore to be deposited for each application.

4.3 Application is to be filed directly with:

Public Information Officer,
Indian Institute of Technology
Indore Khandwa Road, Simrol
Indore - 452 020
Madhya Pradesh