

Right to Information Act 2005

1. About Act

Name & Title of the Act

Right to Information Act 2005

RTI Guidelines

Meaning:

Right to Information means the right to

1. inspection of work, documents, records
2. taking notes, extracts or, certified copies of documents or records;
3. taking certified samples of material;
4. obtaining information in the form of diskettes, floppies, tapes, video cassettes or in any other electronic mode or through printouts where such information is stored in a computer or in any other device subject to relevant provisions in this regard

Objective of the Act

To provide available information of the Institute as enshrined in RTI ACT to the Indian citizen on payment of prescribed fees.

Users

Citizens of India.

2. **Particulars of the Organization, its Functions and Duties**

As per Statute of the institute

3. **Powers and Duties of officers and employees of the ABV-IIITM Gwalior**

As per Statute of the institute

4. **Procedure followed in the decision-making process, including channels of supervision and accountability.**

As per Statute of the institute

5. Norms set by ABV-IIITM Gwalior for the discharge of its functions

As per statute of the institute

5. The Rules, Regulations, Instructions, Manuals and Records held by ABV-IIITM Gwalior or under its control, or used by its employees, for discharging its functions

As per Statute of the institute

7. Statement of the categories of documents that are held by ABV-IIITM Gwalior or under its control

A statement of the categories of documents that are held by it or under its control.

- i. Statute
- ii. Memorandum Of Association
- iii. Recruitment Rules
- iv. Annual Accounts
- v. Annual Reports
- vi. Prospectus
- vii. Office Orders
- viii. All records relating to the operations of the organization

8. The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of ABV-IIITM Gwalior's policy or implementation thereof

- (a) The Board of Governors is the apex decision making body of ABV-IIITM Gwalior and the Senate for academic and the Finance Committee for financial matters are represented by eminent persons from industry, academic community, professional bodies and the nominees of the Govt. of India etc. who help in the formulation and implementation of the policies and programmes.

(b) Different local committees are formed on need basis to advice technical/financial matter and other aspects even in routine functions of the Institute.

9. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

Following are the Main Committees / Governing body of the Institute:-

Board of Governors

The Board of Governors of the Institute is the principal authority responsible for academic, financial and administrative matters of the Institute. Besides, it also has the ultimate responsibility for all the long term policy formulation, planning and development for overall growth and governance of the Institute. The Board has the power to constitute other subordinate and subsidiary groups/committees, as felt necessary by it, to ensure free and fair discharge of its functions, as entrusted to it by Govt. Of India, in the overall interest of the nation.

Current Chairman of the Board of Governors is Mr. V K Modi, Chairman Modi Rubber Limited. Director, IIITM-G is the Ex-officio Member Secretary of the BOG.

Senate (Academic Body)

Senate of the Institute is a body which is responsible for maintenance of standards of teaching, evaluation, research and consultancy in the Institute. It has the responsibility to lay down policy guidelines and the directions to further the academic growth and development of the Institute.

Director, IIITM-G is the Ex-officio Chairman of the Senate, while Registrar is the Member Secretary.

Finance Committee

The Finance Committee of the Institute has the responsibility to look after resource mobilization, control of expenditure, etc. It is also responsible for stimulating resource generation from sources other than Government such as sponsored projects, research, consultancy, etc. and promotes Industry Institute Interaction.

Chairman of the Board of Governors is the Ex-officio Chairman of Finance Committee while Director, IIITM-G is the Ex-officio Member Secretary.

Building Works Committee

BWC of the Institute comprises of various statutory members who advised upon the building & other infrastructural requirements of the Institute keeping in view its future plans and projections.

Director, IITM-G is the Ex-officio Chairman of the Building & Works Committee.

Grievance Redressal Committee

The Grievance Redressal Committee of the Institute looks after all grievances of students, employees and the public at large relation to the Institute. The Committee works as per directions issued by the Board of Governors/Govt.

Anti-Ragging Committee

Sexual Harassment Committee

The committee has been formed to prevent the sexual harassment of women at workplace. The Committee works as per directions issued by the Board of Governors/Govt.

Institute Dispensary

The arrangement of the Para-Medical Staff is to be made for proper functioning of Health Center in the Institute.

10. The contact numbers of the Faculty,Officers and the staff is available on our website.

S. No.	Name of Employee	Designation	Contact No
1	Prof. RajendraSahu	Director I/c	2449801
2	Prof. G K Sharma	Professor	2449809
3	Prof. RajendraSahu	Professor	2449804
4	Prof.S.Tapaswi	Professor	2449810

5	Prof.Anupam Shukla (on lien at IIIT Pune)	Professor	2449811
6	Prof.Aditya Trivedi	Professor	2449806
7	Prof..M..Bhattacharya	Professor	2449828
8	Prof.Karmveer Arya	Professor	2779830
9	Prof.P.K.Singh	Professor	2449817
10	Prof..JoydeepDhar	Professor	2449829
11	Prof..ManojPatwardhan	Professor	2449817
12	Prof.AnuragShrivastav	Professor	2449826
13	Prof.PankajShrivastav	Professor	2449814
14	Prof. Naval Bajpai	Professor	2449819
15	Prof..ManishaPattanaik	Professor	2449812
16	Prof.Gyan Prakash	Professor	2449834
17	Dr.Ritu Tiwari (On lien at IIIT Pune)	Associate Professor	2449822
18	Dr.Gaurav Agarwal	Associate Professor	2449805
19	Dr.Ajay Kumar	Associate Professor	2449624
20	Dr.K.K.Pattanaik	Associate Professor	2449626
21	Dr. Manoj Kr. Dash	Assistant Professor G-I	2449818
22	Dr. Vinay Singh	Assistant Professor G-I	2449836
23	Dr. Vishal Vyas	Assistant Professor G-I	2449750
24	Dr.W W Godfrey	Assistant Professor G-I	2449835
25	Dr. Anuraj Singh	Assistant Professor G-I	2449831
26	Dr SaumyaBhadoria	Assistant Professor G-II	2449820
27	Dr Gaurav Kaushal	Assistant Professor G-II	2449633
28	Dr.Arun Kumar	Assistant Professor G-II	2449739
29	Dr.Jeevaraj S.	Assistant Professor G-II	2449746
30	Dr.Somesh Kumar	Assistant Professor G-II	2496211

31	Dr. Sunil Kumar	Assistant Professor G-II	2449710
32	Dr.DebanjanSadhya	Assistant Professor G-II	2496341
33	Dr.Binod Prasad	Assistant Professor G-II	2496330
34	Dr.Vinal Patel	Assistant Professor G-II	2449818
35	Dr. Santosh Singh Rathore	Assistant Professor G-II	2496358
36	Dr.PinkuRanjan	Assistant Professor G-II	2449741
37	Dr Rajesh Rajgopalan	Assistant Professor G-II	2449822
38	Mr. RP Dwivedi	Registrar	2449816
39	Mr. D P Singh (on deputation at AIMMS Bhopal)	Joint Registrar	-
40	Mr.Pankaj K. Gupta	Joint Registrar	2449720
41	Mr. Anil Garg	Assistant Registrar	2449737
42	Mr. Sandeep Upadhayay	Assistant Registrar	2449625
43	Mr. Dinesh K Dwivedi	Security Officer	2449630
44	Mrs.EktaSakwar	Junior Superintendent	2449622
45	Mr.Virendra Joshi	Junior Superintendent	-
46	Mr.SanjayKr.Soni	Junior Superintendent	2449708
47	Mr.VijayDwivedi	Junior Superintendent	2449737
48	Mr.Jai Prakash Sharma	Junior Superintendent	2449801
49	Mr.Narendra S Tomar	Junior Superintendent	2449704
50	Mrs.Deepa S Sisodiya	Senior Technician	2449703
51	Mr. TripanS.Kaundal	Cashier	2449737
52	Mr.MaheshDhakad	Senior Technician	2449734
53	Mr.N.P.S.Chauhan	Senior Technician	2449732
54	Mr.R.P.S.Kushwah	Senior Technician	2779815
55	Mr.AlokS.Jadon	Senior Technician	2449704
56	Mr.Arun Kumar	Driver	-
57	Mr.Ashok Sharma	Peon	-

ADJUNCT FACULTY

Prof. H M Gupta Ex-professor, IIT Delhi (Communication Systems, Computer Communications, Photonic Systems, Multimedia Information System)	Prof. N K Sharma Ex-professor, IIT Kanpur (Consumer Behavior, Marketing, Cognition)
Prof. G S Singh Ph D. (IIT Roorkee) (Condensed Matter Physics, Statistical Physics, Engineering Physics)	Prof. PremPyara Ex-professor , Dayalbagh Institute, Agra (Image Processing)
Dr. VS R K Krishnaiah Ph D. (IIT Delhi) (Public Systems, e-governance, Human Values)	Dr. Awdhesh Singh Ex-IRS , Ph D. (ABV-IIITM) (e-governance, General Management)
Dr. Manish Gupta Ph D. (University of Illinois, Urbana-Champaign, Illinois.) (Technologies for Learning, Machine Learning, Program Analysis, High Performance Computing.	

11. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.

Pay Structure of Institute's Faculty, Officers & Employees:

S.No.	Name	Designation	Level of Pay	Basic Pay as on 31.05.21
Faculties				
1	Professor. RajendraSahu	Director I/c	-	217600
2	Professor. G K Sharma	Professor	15	224100
3	Professor. RajendraSahu	Professor	14A	217600
4	Professor. S.Tapaswi	Professor	14A	224100
5	Professor. Aditya Trivedi	Professor	14A	217600
6	Professor. M.Bhattacharya	Professor	14A	207600
7	Professor. K.V.Arya	Professor	14A	195700

8	Professor. P.K.Singh	Professor	14A	195700
9	Professor. JoydeepDhar	Professor	14A	190000
10	Professor. Manoj Patwardhan	Professor	14A	190000
11	Professor. Anurag Srivastava	Professor	14A	190000
12	Professor. Naval Bajpai	Professor	14A	184500
13	Professor. Pankaj Srivastava	Professor	14A	173900
14	Professor. Manisha Pattanaik	Professor	14A	168800
15	Professor. Gyan Prakash	Professor	14A	168800
16	Dr.Ritu Tiwari (On lien) at IIT Pune	Associate Professor	13A2	-
17	Dr. Gaurav Agarwal	Associate Professor	13A2	161800
18	Dr.K.K.Pattanaik	Associate Professor	13A2	157100
19	Dr. Ajay Kumar	Associate Professor	13A1	152300
20	Dr Manoj Dash	Assistant Professor G-I	12	117500
21	Dr. Vinay Singh	Assistant Professor G-I	12	114100
22	Dr. W.W Godfrey	Assistant Professor G-I	12	114100
23	Dr.Anuraj Singh	Assistant Professor G-I	12	107600
24	Dr. Vishal Vyas	Assistant Professor G-I	12	107600
25	Dr.SaumyaBhadauria	Assistant Professor G-II	11	79900
26	Dr. Gaurav Kaushal	Assistant Professor G-II	11	79900
27	Dr.Arun Kumar	Assistant Professor G-II	11	75300
28	Dr.Jeevaraj S.	Assistant Professor G-II	10	75200
29	Dr.Somesh Kumar	Assistant Professor G-II	10	75200
30	Dr. Sunil Kumar	Assistant Professor G-II	10	75200
31	Dr.DebanjanSadhya	Assistant Professor G-II	10	75200
32	Dr.Binod Prasad	Assistant Professor G-II	10	75200
33	Dr.Vinal Patel	Assistant Professor G-II	10	75200
34	Dr. Santosh Singh Rathore	Assistant Professor G-II	10	77500
35	Dr.PinkuRanjan	Assistant Professor G-II	10	75200
36	Dr. Rajesh Rajgopal	Assistant Professor G-II	10	75200
37	Mr. Ram Phal Dwivedi	Registrar	14	177400
38	Mr. Pankaj Kumar Gupta	Joint Registrar	13	138500
39	Mr.Anil Kumar Garg	Assistant Registrar	10	59500
40	Mr. Sandeep Upadhayay	Assistant Registrar	10	57800

41	Mr. Dinesh Kumar Dwivedi	Security Officer	7	60400
42	Mrs.EktaSakwar	Junior Superintendent	7	53600
43	Mr.Virendra Joshi	Junior Superintendent	7	53600
44	Mr.Sanjay Kumar Soni	Junior Superintendent	7	53600
45	Mr.Jai Prakash Sharma	Junior Superintendent	7	50500
46	Mr.Narendra Singh Tomar	Junior Superintendent	6	47600
47	Mr.VijayDwivedi	Junior Superintendent	6	44900
48	Mrs.Deepa Singh Sisodiya	Senior Technician	5	40400
49	Mr. Trepan Singh Kaundal	Cashier	5	40400
50	Mr. Hemant Pratap Singh Verma	Senior Technician	5	38100
51	Mr. Lokendra Singh Mawai	Senior Technician	5	38100
52	Mr.MaheshDhakad	Senior Technician	5	41600
53	Mr.NarendraPratap Singh Chauhan	Senior Technician	5	41600
54	Mr.Rampal Singh Kushwah	Senior Technician	5	41600
55	Mr.Alok Singh Jadon	Senior Technician	5	41600
56	Mr.Arun Kumar	Driver	2	33000
57	Mr.Ashok Sharma	Peon	1	28800

12. Budget allocated to each of agencies, indicating the particulars of all plans, proposed expenditure and reports on disbursements made;

The Annual Budget and Annual Accounts are finalized with the approval of Finance Committee/BOG. The disbursements are made by the ABV-IIITM Gwalior Head Quarters which is finally recorded in the Annual Accounts.

Financial Year	Plan Budget (in Rs.)	Non Plan Budget (in Rs.)
2020-21	-	26.35 Cr
2019-20	13.11 Cr	34.34 Cr
2018-19	20.00 Cr	34.00 Cr
2017-18	30.15 Cr	29.25 Cr
2016-17	20.65 Cr	17.54 Cr

13. Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

ABV-IIITM Gwalior does not operate any subsidy program.

14. Particulars of recipients of concessions, permits or authorizations granted by the ABV-IIITM Gwalior

No Such Scheme is established in ABV-IIITM Gwalior.

15. Details in respect of the information available to or held by the ABV-IIITM Gwalior reduced in an electronic form

Important information about functions and activities being performed is available in electronic form on the ABV-IIITM Gwalior website: www.iitm.ac.in. However, remaining is stored in the related files and documents and steps are being initiated to put it on the website.

16. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

Citizens have the facility to obtain information from the CPIO.ABV-IIITM Gwalior working hours are from 09.30 a.m. to 06.00 p.m. (Monday to Friday)

Library is maintained for students, faculty and employee of ABV-IIITM Gwalior only being highly technical library and it is not for public use.

17. The names, designations and other particulars of the Public Information Officers and the Appellate authorities

In terms of Section 5(1) of the Right to Information Act, 2005, the following officers of the IIITM-G have been designated as the Public Information Officers and the Appellate authorities:

1) First Appellate Authority

Mr. R P Dwivedi
Registrar
ABV-Indian Institute of Information Technology and Management Gwalior
Morena Link Road Gwalior-474015
Tel No. 0751-2449816 (O)
Email: registrar@iitm.ac.in
Fax: 0751-2449813

2) Public Information Officer

Mr. Pankaj K Gupta
Joint Registrar

ABV-Indian Institute of Information Technology and Management, Gwalior
Morena Link Road Gwalior-474015
Tel No. 0751-2449720 (O)
Email: pankaj@iiitm.ac.in
Fax: 0751-2460313

All such information is updated time to time and available on the website of IIITM Gwalior website at www.iiitm.ac.in

18. The rates of fees payable for obtaining information under RTI Act 2005 are as under:

1. A request for obtaining information under sub-section (1) of section 6 shall be accompanied by an application fee of rupees ten by way of cash to be deposited between 09:30 hrs to 16:00 hrs except during lunch break of 13:30 hours to 14:30 hours on all working days with Registrar's Office against proper receipt or by demand draft or bankers cheque or IPO payable to the IIITM Gwalior.
2. For providing the information under sub-section (1) of section 7, the fee shall be charged by way of cash to be deposited with Finance & Accounts Division against proper receipt or by demand draft or bankers cheque payable to the IIITM Gwalior at the following rates:-
 - (i) Rupees two for each page (in A-4 or A-3 size paper) created or copied:
 - (ii) Actual cost or price for samples or models; and
 - (iii) For inspection of records, no fee for the first hour; and a fee of rupees five for each fifteen minutes or fraction thereof on each occasion for the same case.
3. For providing the information under sub-section (5) of section 7, the fee shall be charged by way of cash to be deposited between 11:30 hrs to 15:00 hrs except during lunch break of 13:30 hours to 14:30 hours on all working days, with Registrar's Office against proper receipt or by demand draft or bankers cheque payable to the ABV-IIITM Gwalior at the following rates:-
 - (i) For information provided in diskette or floppy, if available, rupees fifty per diskette or floppy: and For providing information in printed form

at the price for such publication or rupees two per page of photocopy
for extracts from the publication.