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INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS : NEW DELHI - 110 016.

COORDINATION SECTION

No.IITD/CDN/BG/061/2004/761

Dated:-21.12.2004

Sub:- Giving of Personal Computers and other Personal Electronics Items to the Faculty and Officers of the Institute at the time of their superannuation.

In partial modification of the BG/40/2001, the Board of Governors in its 147th Meeting held on 17.11.2004 vide BG Resolution No.BG/46/2004, approved for giving the Personal Computer(PC) and other Personal Electronic Items like Mobiles, Organisers, Personal Digital Assistants etc. to the Faculty and Officers on their superannuation from the service of the Institute on the following terms and conditions:-.

- (i) The staff member should have served the Institute for a minimum period of 10 years.
- (ii) The staff member should have purchased the PC and other electronic items from the PDF/other funds.
- (iii) The PC and other electronic items should have been with the staff member at least for a period of two years or were upgraded at least two years back, before the date of superannuation.
- (iv) A token amount of 5% of the cost of PC and other electronic items if purchased through PDF and 10% of the cost if purchased through other funds, be charged from the staff member.
- (v) Only one Computer, either a Laptop or a Desk top and other electronic items be given to the staff member.

All Heads of Depts./Centres are requested to bring this to the notice of the Faculty and other officers working with them.


(Umesh Korade)
Asstt.Registrar(CDN)

Distribution:-

1. Dy.Directors/Deans/Head of Depts./Centres
Sections/Units/Cells
2. D. R.(Accounts)
3. A.R.(E-I& II)
4. A.R.(Stores)
5. PS to Director
6. Secy. to Registrar
7. Master File