CONFERENCE SECTION
INDIAN INSTITUTE OF TECHNOLOGY DELHI

No. IITD/ICON/BG-201/2019/157061
Date: 16.09.2019

Sub.: To consider formulating a policy on giving of Personal Computers and other Personal Electronics Items to the Faculty and Officers of the Institute at the time of their Superannuation or Pre-Mature retirement/ end of academic year [BG- 201 / B1]

The proposal of the Institute on the subject cited above was placed before the Board of Governors at its last meeting held on 01.08.2019 for its consideration / approval. An extract from the BoG minutes containing its observation / resolution(s) on the proposal is enclosed for information / necessary action.

Encl: 1. Agenda item
       2. Extract from Minutes/ Resolution(s).

A.R. (Conf.)

AR (SPS)
JR (E-I)
Th.: Dean(Faculty)

JR (E-II)
Th.: DD(Ops.)

The action taken in the matter may kindly be intimated at the earliest so that the same is included in the Agenda for the next BoG meeting.
**Matters for Policy Decisions**

**Item No. B1:** To consider formulating a policy on giving of Personal Computers and other Personal Electronics items to the Faculty and Officers of the Institute at the time of their Superannuation or Pre-Mature retirement/ end of academic year (i.e. 30th June)

The Board of Governors vide Resolution No. BG/46/2004, approved the guidelines for giving of Personal Computer (PC) and other Personal Electronic items like Mobiles, Organizers, Personal Digital Assistants etc., to the Faculty and Officers of the Institute at the time of their Superannuation from the service of the Institute.

The guidelines contained in BOG Resolution No. BG/46/2004 needs minor modifications [Annexure – 201.B1(i) (p.157 – 173)]. The existing and proposed guidelines are as under:

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<th>Sl. No.</th>
<th>Existing Guidelines (As approved by the Board)</th>
<th>Proposed Guidelines</th>
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<tr>
<td>1.</td>
<td>The staff member should have served the Institute for a minimum period of 10 years.</td>
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<td>2.</td>
<td>The staff member should have purchased the PC and other electronic items from the PDF/other funds.</td>
<td>The staff member should have purchased the PC and other electronic items from the PDF/other <em>project funds of FITT / IRD</em>.</td>
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<td>3.</td>
<td>The PC and other electronics 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.</td>
<td>The PC and other electronics 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/ <em>Pre-mature retirement/ end of Academic Year (i.e. 30th June)</em>.</td>
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| 4.     | 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. | 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 *project funds*, be charged from the staff member.
<table>
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<th>Only one Computer, either a Laptop or a Desk top and other electronic items be given to the staff member.</th>
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<tbody>
<tr>
<td>5.</td>
<td>Only one Computer, either a Laptop or a Desk top and other electronic items be given to the staff member.</td>
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The above proposal is now placed before the Board of Governors for consideration and approval.

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composition of the B&WC of the Institute and that of all other IITs, it was felt that
whereas the composition of the B&WC of IIT Delhi is in order, however to
broaden the thinking in these matters, some Architect or representative of an
independent broad based agency dealing with modern construction should also be
included as a Special Invitee(s) and also wherever required the advice of the
faculty of the Deptts. of Civil Engg, Electrical Engg., be sought.

**Item No.B3** : To consider approval for giving of Personal Computers and
other Personal Electronic Items to the Faculty and Officers of the Institute at the time of their retirement on payment of 5% of the cost if purchased through PDF and 10% of the cost if purchased through other Funds, provided the items are at least two years old or were upgraded at least two years back.

The Board, in partial modification of BG/40/2001, approved the proposal of the Institute, of giving Personal Computers and other Personal Electronic Items like Mobiles, Organisers, Personal Digital Assistants etc. to the Faculty and Officers of the Institute at the time of their retirement on payment of 5% of the cost if purchased through Professional Development Fund (PDF) and 10% of the cost if purchased through other funds, provided the items are at least two years old or were upgraded at least two years back.

**RESOLUTION NO.BG/46/2004** : RESOLVED THAT, in partial modification of
BG/40/2001, the proposal of the Institute 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