

UTTAR PRADESH TEXTILE TECHNOLOGY INSTITUTE,



Bye laws of institute

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MEMORANDUM OF ASSOCIATION

SOCIETY RULES

AND

BYE - LAWS

OF

Uttar Pradesh Textile Technology Institute,

Kanpur

Uttar Pradesh Textile Technology Institute,
11209 Park Road Bagla Road, Kanpur-202001

Bye laws of institute

Memorandum of Association

(Amended as per G.O. no: 2967/sixteen-1-2011-14(5)/2010 dated 02/09/2011)

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SOCIETY RULES

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of

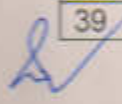
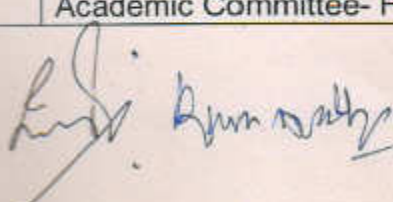
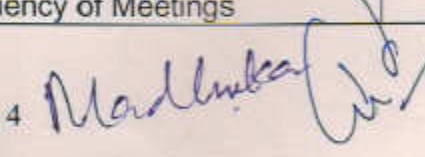

Uttar Pradesh Textile Technology Institute,

Kanpur



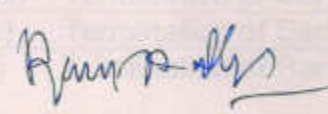
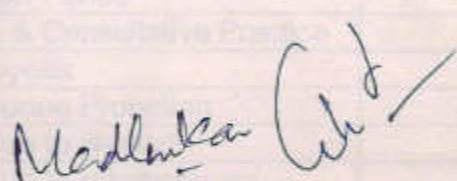

Uttar Pradesh Textile Technology Institute,
11/208 Parvati Bagla Road, Kanpur-208001

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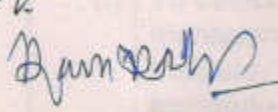


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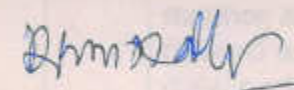
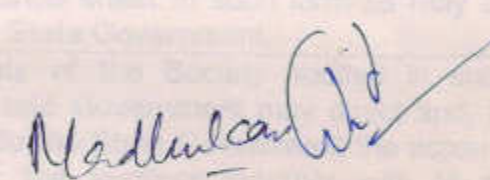







MEMORANDUM OF ASSOCIATION
of
Uttar Pradesh Textile Technology Institute, Kanpur

The object and function of the institute
(Uttar Pradesh Textile Technology Institute, Kanpur.)

Name of society	1.	To establish and carry on the Administration and Management of the Institute
Address	2.	To provide for instruction and research in the field of the Textile Technology, Textile engineering , Man made fibre technology, Textile chemistry and allied areas.
Objects and Functions	3.	To hold examinations and make rules and regulation.
	(i)	To establish and carry on the administration and management of the Uttar Pradesh Textile Technology Institute, Kanpur, (hereinafter referred to as the Institute).
	(ii)	To provide for instructions and research in the field of Textile Technology, Textile Engineering, Man Made Fiber Technology & Textile Chemistry including various allied areas related to physical development, management, technology and such other branches as the Institute may think fit, and to conduct courses for award of the undergraduate, post-graduate and doctoral (Ph.D) degrees, in the aforesaid fields of Textile Technology, Textile Engineering, Man Made Fiber Technology & Textile Chemistry and allied areas related to physical development and other branches of management, technology and for the advancement of learning and dissemination of knowledge in all such branches
	(iii)	To hold examinations and make rules and regulation thereof, declare results and give awards for the courses other than that for university degree and make arrangements for examination conducted by the university in accordance with the statutes and regulations of the university, to which the institute is affiliated.
	(iv)	To fulfill the conditions of affiliation as laid down by the affiliating university.

		(v)	To fill and demand such fees and other charges as may be laid down in the bye-laws or the rules of the "Society".
		(vi)	To establish, maintain and, manage the halls and hostels for the residence of the students.
		(vii)	To establish, maintain and, manage the residential quarters for the staff of the institute.
		(viii)	To supervise and control the halls of residence and hostels, to regulate the discipline among students of the institute and, to make the necessary arrangements for promoting their health, general welfare and, the cultural and corporate life.
		(ix)	To provide facilities for the units of National Cadet Corps in the institute.
		(x)	To create teaching, research, administrative, technical and ministerial posts and to make appointments thereto, in accordance with the approved scheme and the rules and bye-laws of the Society that may be approved by the Governments of Uttar Pradesh (hereinafter referred to as the State Government).
		(xi)	To co-operate with educational or other institutions in any part of the world having objects, wholly or partly, similar to those of the "Society", by exchange of the teachers and scholars, generally in such manner as may be conducive to their common object.
		(xii)	To help the students and the staff of the institute in special and higher studies in the country or abroad.
		(xiii)	To organize the seminars, extended lectures, talks and addresses by the eminent scholars, textile technocrats, engineers, scientists and educationists.
		(xiv)	To prepare and publish the periodicals and papers on the of textile technology, textile engineering, man made fiber technology & textile chemistry including various allied areas including other related scientific and engineering subjects and to encourage original and applied research work and writings

		(xv)	To institute and, award the fellowships, scholarships, prizes and medals in accordance with the rules and bye-laws of the Society.
		(xvi)	To frame the first rules and bye-laws of the Institute with the approval of the State Government. The "Board of Governors" (BOG) may, from time to time, make new or additional rules or may amend or repeal the rules with the concurrence of the State Government.
		(xvii)	To acquire or hold the property, subject to the prior approval of the State Government in the case of acquisition of immovable property.
		(xviii)	To manage any property belonging to or vested in the Society in such manner as the "Society" may deem fit for advancing the functions of the institute.
		(xix)	To maintain a fund which shall include-
			(a) all money provided by the State Government and the Central Government
			(b) all fees and other charges received by the "Society".
			(c) all money received by the Society by way of grants, gifts, donations, benefactions, bequests or transfers, provided that no benefaction shall be accepted by the Society which in its opinion involves conditions or obligations opposed to the spirit and objects of the "Society".
			(d) all moneys received by the " Society" in any other manner or from any other source.
		(xx)	To deposit all money credited to the fund in such a bank or invest them in such a manner as the "Society" may, in pursuance of the general guidelines issued by the State Government, decide.
		(xxi)	To meet the expenses of the "Society" including expenses in the exercise of its power and discharge of its functions out of the fund
		(xxii)	To maintain proper accounts and other relevant records and prepare annual statements of accounts including the balance sheet in such form as may be prescribed by the State Government.
		(xxiii)	To have accounts of the Society audited in such manner as the State Government may direct and, to forward annually to the State Government the account duly certified by the auditors together with "Audit Report" thereon.

		(xxiv)	To do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the "Society".
		(xxv)	To constitute such committee or committees as the "Society" may deem fit for the disposal of or advice on any business of the institute.
The institute shall be open to all caste, sex, religions	4		The institute shall be open to persons of either sex and of whatever race, creed, and caste or class, and no test of condition shall be imposed as to religious belief or profession in admitting students or in appointing members, teachers and workers or in any other connection whatsoever.
Delegation of Powers	5		The "Society" may delegate all or any of its powers to the "Board of Governors" of the institute or to any of the committee or committees constituted by it or to any officer or officers of the "Society".
Limitations	6		No immovable or movable property of the "Society" shall be disposed of in any manner whatsoever without the approval of the State Government
	7		The State Government may appoint one or more persons to review the work and progress of the "Society" or institute and to hold enquiries into the affairs thereof and to report thereon in such manner as the State Government may stipulate. Upon receipt of any such report the State Government may take such action and issue such directions, as it may consider necessary in respect of any of matters dealt with in the report, and the "Society" or institute as the case may be, shall be bound to comply with such directions.
	8		In case the "Society" or the institute is not functioning properly, the State Government will have the power to take over the assets of the "Society", including the administration of the institute.
	9		If, on the winding up or dissolution of the "Society", there shall remain, after the satisfaction of its debts and liabilities, any money or property, the same shall not be paid or delivered to any members of the Society but shall be disposed of in such manner as the State Government may determine in this behalf
	10		(a) The Government of Uttar Pradesh may, from time to time, issue directives to the Society as to the exercise and performance of the functions in the matters involving the security of the State or substantial public interest and such other directives as it may consider necessary in regard to the finances

			and conduct of business and affairs of the "Society" and in the like manner may vary and annual any such directive(s). The "Society" shall give immediate effect to the directive(s) so issued.		
			(b) The Government of Uttar Pradesh may call for such returns, accounts and such other information with respect to the properties and activities of the "Society" as may be required by it from time to time.		
Constitution of the Governing body	11		The names, addresses and occupations of the first members of the governing body of the 'Society' to which, by rules and bye-laws of the 'Society, the management of its affairs is entrusted are:		
S. No	Name	Address	Post	Occupation	Signature
1	श्री राजीव कुमार, पुत्र श्री आर०बी० प्रसाद सिंह	सचिव, प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	उपाध्यक्ष	Government Service	
2	श्री महेश कुमार गुप्ता पुत्र श्री एस०पी० गुप्ता	सचिव, सचिव, वित्त विभाग उत्तर प्रदेश शासन, लखनऊ।	सदस्य	Government Service	
3	श्रीमती ऊषा बिरजी पत्नी श्री बी०के० अग्रवाल	निदेशक, प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	सदस्य	Government Service	
4	प्रो० डी०एस० चौहान, पुत्र श्री दौलत सिंह चौहान	कुलपति, उत्तर प्रदेश प्राविधिक विश्वविद्यालय, लखनऊ।	सदस्य	Service	
5	प्रो० ए०के० खरे, पुत्र स्व० श्री हर प्रसाद खरे	प्रोफेसर, मैकेनिकल इंजीरियरिंग डिपार्टमेंट, आई०ई०टी०, लखनऊ।	सदस्य	Service	
6	डा० संजय गोविन्द धान्डे, पुत्र स्व० श्री गोविन्द धान्डे	निदेशक भारतीय प्रौद्योगिकी संस्थान, कानपुर	सदस्य	Government Service	
7	प्रो० अनिता निष्काम पत्नी स्व० श्री निष्काम कस्तुरिया	निदेशक, राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर।	सदस्य सचिव	Government Service	

SOCIETY RULES

OF

UTTAR PRADESH TEXTILE TECHNOLOGY INSTITUTE, KANPUR

Definitions	1.	(a)	"Board" means Board of Governors of the Institute, also referred the BOG
		(b)	"Chairman" means the Chairman of the Board.
		(c)	Institute" means the Uttar Pradesh Textile Technology Institute, Kanpur.
		(d)	"Director" means the Director of the Institute,
		(e)	"Finance Committee" means the Finance Committee of the Institute,
		(f)	"Registrar" means the Registrar of the Institute;
		(g)	"Society" means the "Uttar Pradesh Textile Technology Institute Society, Kanpur;
		(h)	"State" means the State of Uttar Pradesh;
		(i)	"State Government" means the Government of Uttar Pradesh;
		(j)	"University" means the University to which the Institute is affiliated;
		(k)	"Competent Authority" means Director of the Institute for all employees and Chairman in case of Director.
Address	2.		The Registered office of the Society shall be located in the premises of "Uttar Pradesh Textile Technology Institute" 11/208 Parvati Bagla Road, Kanpur-208001.
Society	3.		The "Society" shall consist of all the members of the "Board of Governors".
Role of Members	4.		The "Society" shall deep a "Roll of members" and, every member of the "Society" shall sign the roll and state therein his occupation and address. No person shall be deemed to be a member unless he has signed the roll as aforesaid.
Address of Members	5		If a member of the "Society" shall change his address, he may notify his new3 address in the roll of members; but if he fails to notify his new address, the address in the roll of members shall be deemed, be his correct address.
Governing Body	6		The "Board" shall be governing body of the "Society" and the general superintendence, direction and control of the affairs of the "Society" and its income and property, movable as also immovable shall be vested in it.

Board of Governors	7	The "Board shall be composed of:		
		(i)	Educationist / Industrialist to be nominated by the State Government. (vide G.O. no:2967/sixteen-1-2011-14(5)/2010 dated 02/09/2011)	Chairman
		(ii)	Principal Secretary/Secretary Technical Education Department, U P.	Vice-Chairman
		(iii)	Principal Secretary/Secretary Finance Department, U.P. or his nominee, not below the rank of Special Secretary	Member
		(iv)	Director, Indian Institute Technology, Kanpur	Member
		(v)	Director of Technical Education, Uttar Pradesh, Kanpur.	Member
		(vi)	Head of the department of the Textile IIT, New Delhi	Member
		(vii)	A nominee of the All India Council of Technical Education, New Delhi	Member
		(viii)	One eminent Technologist/Engineer having Specialization in the field advent to the Institute to be nominated by the Board.	Member
		(ix)	Vice-Chancellor of the University to which the Institute is affiliated.	Member
		(x)	One Head of the Department of the Institute not below the rank of Professor to be nominated by the Board, for one year, by rotation in order of seniority.	Member
		(xi) to (xiii)	Three persons in the field of to Technical Education to be nominated by the State Government.	Member
		(xiv)	One eminent person from Industry to be nominated by the State Government.	Member
		(xv)	One representative from the SC/ST from amongst reputed teachers /educationists / Textile Technocrats /industrialists nominated by the Chairman of the Governing Body	Member
		(xvi)	One representative from other backward classes from amongst reputed teachers / educationists/Textile	Member

		technocrats/ industrialists nominated by the Chairman of the Governing Body	
	(xvii)	Director of the institute	Member
Term of Office	8	The Term of Chairman in the Board shall be two years and state government has power to remove before two years. The term of office of the non-official members in the "Board" shall be three years, and of the member at Sl. No.(x) above shall be one year.	
Ceaseure of Member	9.	A member of the "Board", other than the ex-officio members, shall cease to be a member if he dies, resigns, becomes of unsound mind, becomes insolvent or is convicted for a criminal offence involving moral turpitude or if he is removed by the State Government from the membership of the "Board" or if he (other than the Director) accepts a full-time appointment in the institute or if he does not attend three consecutive meetings the "Board" without leave of the "Chairman".	
Resignations	10	A member, other than ex-officio-member may resign office by a letter addressed to the chairman and such resignation shall take effect from the date it is accepted by the chairman.	
Vacancy	11	Any vacancy in the "Board" shall be filled in by appointment or nomination as the case may be, to fill the casual vacancy shall continue for the remainder of the term of the member in whose place he is appointed or nominated.	
Validity of Proceedings	12	No act or proceedings of the "Board" shall be invalid merely by the reason of existence of any vacancy therein or, of any irregularity in appointment or nomination of its members	
Meeting of Society	13	The "Society" shall meet whenever the "Chairman" thinks fit; - Provided that the chairman shall call a meeting of the Society upon a written requisition of not less than six members	
Frequency of Meetings	14	(a) The "Board" shall ordinarily meet once in every four months. (b) The meeting of the "Board" shall be convened by the "Chairman" either on his own initiative or at the request of the Director or on a requisition signed by not less than four members of the "Board".	
Notice of Meetings	15	For every meeting of the Society or the "Board", fifteen Meetings days notice shall be given, -provided that in case of emergency the "Chairman" may reduce the period of notice to such periods as he deems fit.	
Quorum for Board	16	Five members of the Society or "Board", as the case may Board Meetings be, shall constitute the quorum for any	

Ramkrishna Madhulcan
15
(Signature)

Meetings		meeting, - provided that if a meeting is adjourned for want of quorum, no quorum shall be necessary for the adjourned. .
Presiding the Board meeting	17	The chairman, if present, shall preside at every meeting Board Meetings of the Society or the Board. In the absence of the "Chairman" the "Vice-Chairman" shall preside. In the absence of both, the "Chairman" and "Vice-Chairman", the members present shall elect one of them as chairman for the meeting.
Voting Rights	18	Each member of the "Society" or the "Board" shall have one vote and all the matters shall be decided by the majority of votes. In case of equality of votes, the "Chairman" shall have a casting vote.
Agenda of Meeting	19	Agenda of the meeting of the "Society" or "Board" shall Meetings be circulated to the members at least seven days before the meeting, -provided that a member of the society or the board may move a resolution at the meeting after giving a notice of one clear week or with the permission of the chairman or the person presiding over the meeting.
Rulings	20	Ruling of the "Chairman" in regard to all question of procedure shall be final.
Minutes of Meetings	21	The minutes of the proceedings of a meeting of the Society or the "Board" shall be drawn up and circulated amongst the members of the Society or the Board present in India. The minutes, along with any amendments suggested shall be placed for confirmation at the next meeting of the Society or the "Board".
Authentication of Decisions	22	All orders and decisions of the "Board" shall be "Decisions" authenticated by the signature of the "Director" or any other person authorized by the "Board" in this behalf.
Furnishing Proceedings to State Government	23	Apart from the matters requiring approval of the State Government under these rules, which shall be submitted to them separately giving full exposition thereof, a copy of the proceedings of each of the meeting of the Society or the "Board" shall be furnished to the State Government.
Traveling Expenditure of Member	24	A member of the "Board" or the Society and, of any Expenditure of committee appointed by the Society or the "Board", shall Members be entitled to such traveling and daily allowances in respect of the journeys undertake3n in connection with the business of the Society or the "Board", as may be fixed by the Board from time to time, - provided that the employees of the Central or State Government will be governed by the respective government rules for traveling and daily allowances in respect of journey undertaken to attend the meetings of the Society or the "Board" or the Committee appointed by the "Board" in

		connection with the Business of the Society or the "Board".
Powers & Functions of Board	25	The powers and functions of the "Board" shall be:
		(i) To take decision on the questions of policy relating to the administration and working of the institute.
		(ii) To prepare and execute detailed plans and programmes for the establishment of the institute and carry on its administration, development and management.
		(iii) to frame, with the approval of the State Government bye-laws which may provide for all or any of the following matters:
		(a) the formation of departments of teaching
		(b) the fees to be charged for courses of study in the institute with the approval of the State Government
		(c) The creation of fellowships, scholarships exhibitions, prizes and medals.
		(d) The holding of seminars and scientific meets.
		(e) The classification of posts, methods of appointment and, the determination of the "terms and conditions" of teachers and the other staff of institute as laid down in the service rules.
		(f) The constitution of provident funds for the benefit of the officers, teachers and other staff of the institute.
		(g) The establishment and maintenance of halls, hostels and the residential quarters for teachers and the other staff of the institute.
		(h) the conditions of residence of the students of the institute and the levying of fees for residence in the halls and hostels and of other charges;
		(iv) To receive, hold in custody, and spend the funds of the "Society" and manage the properties thereof.
		(v) to purchase, take on loan or in exchange, hire or otherwise acquire or dispose off any property, whether movable or immovable, or to take gift of any property for the purpose of institute, -provided that the prior approval of the State Government shall be obtained before acquiring or disposing any immovable property or accepting any gifts or any property, whether movable or immovable.
		(vi) To create academic as well as other posts in the institute with the approval of the State Government and, to appoint persons thereon.
		(vii) To consider and pass resolutions or annual report, the annual accounts and the budget estimates of the institute for the next financial year as it thinks fit, and sanction expenditure within the limits of the Budget as approved by

By

Secretary 17

Madhukar

for

		the State Government.
		(viii) To appoint Finance Committee, Academic Committee, Administrative Committee, and such other committee/s for such purpose and with such powers, as the "Board" may deem fit. The "Board" may co-opt such person/s in such committee/s as it may deem suitable.
		(ix) to delegate, by resolution, to a committee or the "Chairman/Vice-Chairman, such of its powers, for the conduct of its business, as it may deem fit, subject to the condition that action taken by any committee or the Chairman/Vice-Chairman, under the powers delegated to them under this clause, shall be reported for confirmation at the meeting of the 'Board'.
Administrative Committee Constitution	25	(x) To appoint such of the sanctioned staff as may be required for the efficient management of the affairs of the institute and regulate their recruitment –provided that in the exercise of its powers and discharge of its function, the 'board' shall be guided by such directions of policy as may be given to it by the state Government.
Finance Committee Constitution	26	The Finance Committee (hereinafter abbreviated as FC) shall consist of:
	(a)	Principal Secretary/Secretary, Chairman Technical Education Department
	(b)	Principle Secretary/Secretary, Finance Department or his nominee, Not below the rank of Joint Secretary Member
	(c&d)	Two persons to be nominated by the Board Members
	(e)	The Director of the Institute Secretary Member
Finance Committee Function	27	The Finance Committee (FC) Shall,
	(a)	Examine and scrutinize the annual budget of the institute prepared by the 'Director' and make recommendations to the 'Board'.
	(b)	Give its views and make its recommendations to the 'Board' either on the initiative of the 'Board' or of the Director or on its own instigative on any financial question affecting the institute.
Finance Committee Meetings	28	(i) The Finance Committee shall meet at least once a year.

		(ii)	Three members of the FC shall form a quorum for a meeting of the committee.
		(iii)	The Chairman, if present, shall preside over the meeting of the Finance Committee. In his absence, the member present shall elect one from amongst themselves to preside over the meeting.
		(iv)	The provisions of rules regarding notices of the meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meeting of the 'Board' may be, as far as possible, followed in the meetings of the FC.
		(v)	A copy of the minutes of every meeting of the Finance Committee FC shall be sent to the 'Board'.
Administrative Committee Constitution	29	Administrative Committee (hereinafter referred to as Committee and abbreviated as ADM C) shall consist of:	
		(a)	Principal Secretary/Secretary, Technical Education Department Chairman
		(b)	The Director of the Institute Vice Chairman
		(c)	A representative of Finance Department of The State Government not below the rank of Joint-secretary Member
		(d)	Director of Technical Education, Uttar Pradesh Member
		(e)	One other member of the Board to be nominated By the 'Chairman' of the Board of Governors. Member
		(f)	Registrar of the Institute Member- Secretary
Administrative Committee Function	30	The board of Governors shall determine jurisdiction and the matter, which shall be dealt with by the administrative committee ADMC.	
Building Works Committee Constitution	31	The Building & Works committee (hereinafter referred to as BWC) shall consist of-	
		(a)	Director of the Institute Chairman
		(b)	Chief Engineer P>W.D. of the zone in which The Institute is situated or his nominee Member
		(c)	General Manager, of the constructing agency Of the zone in which the institute is situated

			To be nominated by the Director Member
		(d)	'Professor' of structural engineering in a sister Engineering Institute/Institute Member
		(e)	A teacher of the Institute to be nominated By the 'Director' of the Institute. Member
		(f)	Registrar of the Institute Secretary
Building works Committee- Function	32	The BWC will make a comprehensive and exhaustive review of the proposals for buildings and structure and make recommendations in this respect to the Board of Governors.	
Central Purchase Committee- Constitution	33	There shall be a Central Purchase Committee (hereinafter referred to as CPC) which will consist of:	
		(a)	The Director of the Institute Chairman
		(b)	A member of the faculty to be nominated by The Board of Governors Member
		(c)	Head of Indenting Department Member
		(d)	One member to be nominated by the Government Member
		(e)	Accounts Officer Member
		(f)	Registrar Secretary Member
Central Purchase Committee- Powers & Function	34	All Purchase above Rs. 20,000/- will be made on the recommendations of the Central Purchase Committee CPC. The Government nominee's purchase amounting to RS. 10.00 lacs and above. Purchase procedure would be as per Government Rules, and directives of Government in this regard issued from time to time.	
Departmental Purchase Committee- Constitutions	35	There shall also be Department Purchase Committee (hereinafter referred to as DPC) to recommend purchase for the respective teaching department. The DPC would consist of the following:-	
		(a)	Head of the Concerned Department Chairman
		(b)	One nominated member of Concerned Department

			To be nominated by Head. Member
		(c)	One member from the other department to be Nominated by the Director. Member
Departmental Purchase Committee- Power & Functions	36		Purchase of up to Rs. 20,000/- pertaining to a particular department would be made on the recommendations of the Departmental Purchase Committee.
Academic Committee- Constitutions	37		The Academic Committee (hereinafter referred to as Academic committee and abbreviated as AC) shall consist of:
		(a)	The Director of the Institute Chairman
		(b)	All the Head of Teaching Department Member
		(c)	Dean (academic affairs) or in his absence the Registrar Secretary Member
Academic Committee- Functions	38		The Academic Committee shall perform the following functions:
		(a)	Frame and revise curricula and syllabi for the courses of studies for the various departments and send necessary recommendations through the institute to the University to which the institute is affiliated.
		(b)	Make arrangement for conduct of all internal examinations and work associated with the same, as well as the work associated with the university examinations, as and when assigned by the University to the Institute.
		(c)	Appoint 'Advisory Committee' or Expert Committee or both for all the departments of the institute to make recommendations on academic matters connected with the working of the department. The Head of the Department concerned shall act as the Convener of such committee.
		(d)	Appoint sub-committees, from amongst the members of the Academic Committee, other teachers of the institute and the Academic Committee may refer expert from outside, on such specific matters as to such sub-committee.
		(e)	Consider the recommendation of the Advisory

Academic Committee- Minutes			Committee. Expert Committee or other Sub-Committee and take such action as circumstances of each case may require including making of suitable recommendations to the Board (BOG).
		(f)	Make periodical review of the activities of the departments and, if necessary make suitable recommendations to the board (BOG).
		(g)	Advise on the working of the library, workshop and other academic units of the institute.
		(h)	Promote research within the institute and report on such research from the persons engaged thereon.
		(i)	Advise on general policy to be followed in respect of consultancy work to be done by academic staff.
		(j)	Provide for the inspecting of classes, laboratories, library and halls of residence in respect of the instructions, discipline therein and submit reports thereon to the Board (BOG)
		(k)	Award stipends, scholarship, free ships, medals and prizes etc. in accordance with the conditions attached to the awards.
Academic Committee- Frequency of Meeting	39	The Academic Committee shall meet as and when necessary, but not less than two times during the calendar year. Meeting of the Academic Committee shall be convened by the chairman of the AC either on his own initiative or on a requisition signed by not less than five member of the Academic Committee.	
Academic Committee- Quorum	40	Half of the total number of the members of the Academic Committee shall form the quorum for the meeting of the committee.	
Academic Committee- Notice & Agenda	41	A written notice of every meeting together with the agenda shall be circulated by the Member-Secretary, to the members of the Academic Committee at least one week before the meeting. The chairman of the AC may permit inclusion of any item on the agenda for which due notices could not be given. Not with standing anything contained herein, the chairman of AC may call an emergent meeting of the Academic Committee at short notice to consider urgent or special issues	
Academic Committee- Rulings	42	The ruling of the chairman of the Academic Committee in regard to all question of procedure shall be final.	

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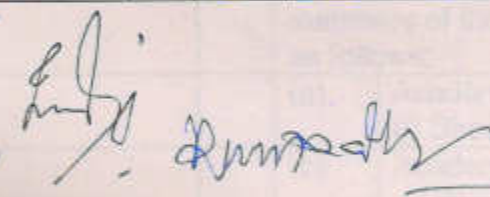


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Academic Committee-Minutes	43	<p>The minutes of the proceedings of the Academic Committee shall be drawn up by the member secretary and circulated amongst all members present in India, provided that any such minutes shall not be circulated, if the academic Committee considers such circulation prejudicial to the interest of the institute.</p> <p>The minutes along with the amendments, if any, shall be placed for confirmations at the next meeting. If the minutes are confirmed and signed by the chairman of the Academic Committee, they shall be recorded in the minute's books.</p>	
Power and Duties of Chairman BOG	44	1	The 'Chairman' of the 'Board' shall ordinarily preside over the meeting of the Board of Governors. It shall be the duty of the 'Chairman' to ensure that the decisions take by the board are implemented.
		2	Notwithstanding anything contained in the bye-laws, the chairman, with the prior approval of the State Government, shall have power to fix on the recommendations of the 'Selection Committee' set up by or under the bye-laws, the initial pay of an incumbent at a stage higher than the minimum of scale in respect of the posts to which appointments are to be made by the 'Board'.
		3	The chairman shall have the power to send members of the staff of the institute for training or for a course of instruction outside India subject to such terms and conditions as may be laid down in the 'Study Leave Rules.'
		4	The 'Chairman' shall exercise such powers as may be delegated to him by the 'Board'.
		5	In emergent cases the 'Chairman' may exercise the powers of the Board and inform the 'Board' of the action taken by him for its approval.
Power and Duties of Vice-Chairman	45	The 'Vice-Chairman' shall exercise such powers and perform such duties as may be assigned or delegated to him by the 'Board' or the 'Chairman'.	
Appointment of the Director	46	The 'Director' of the institute shall be appointed by the 'Board' with the approval of the State Government.	
Power, Functions and Duties of Principal	47	1	The 'Director' shall be the chief academic and executive officer of the institute and shall be responsible for the proper administration of the institute and for the imparting of instructions and maintenance of the discipline therein and shall perform such other duties as may be delegated to him by the 'Board'.
		2	The Director shall submit annual reports and

		accounts to the 'Board'.
	3	Subjects to the budgetary provisions made for the specific purpose, the 'Director' shall have the power to incur expenditure in accordance with the procedure as may be laid down by the 'Board' from time to time.
	4	The Director shall have the power: (1) to fix, subject to the provisions of the sub-rule (2) of rule 44, on the recommendations of the 'Selection Committee' set up by or under the bye-laws the initial pay of an incumbent at a stage higher than the minimum of the scale but not involving more than five increments in respect of posts to which appointments can be made by him under the power vested in him by the 'Board'. (2) The 'Director' shall also have such other power as may be delegated to him by the 'Board' for effective discharge of a Government Department.
	5	Without prejudice to anything contained in sub-rule (6), the Director shall exercise all powers similar to those exercised by the 'Head of a Government Department'.
Head of Department	48	Each teaching department or selection of the institute shall be placed in the charge of the senior-most teacher who shall act as the 'Head of the Department' (hereinafter referred as HOD) without any additional remuneration. Provided that in the best interest of the institute, the 'Board' may nominate any person other than the senior-most to act as such; provided further that, the term and manner of the selection of the 'Head of the Department' would be reviewed by the 'Board' from time to time.
Powers and Duties Head of Department	49	The Head of a Department, HOD), shall be responsible for the entire working of the department, subject to the overall control of the 'Director'. It shall be the duty of the HOD to see that the decisions of the authorities of the institute and the 'Director' are faithfully carried out. He shall perform such other duties as may be assigned to him by the 'Director'.
Appointment of the Registrar	50	The 'Registrar' shall be a whole-time officer of the institute and be appointed by the 'Board' on such 'terms and conditions' as may be laid down in the bye-laws.

Powers Functions and Duties of the Registrar	51	The 'Registrar' shall:	
		(a)	Be the custodian of the records and funds of the Institute as the 'Board' may assign to him.
		(b)	Act as the secretary of such committees as may be appointed by the 'Board' for which he is required by the 'Board' to act as such.
		(c)	Be directly responsible to the 'Director' of the institute for the proper discharge of his duties and functions, and
		(d)	Exercise such other powers and perform such other duties as may be assigned to him by the 'Director'.
		(e)	Be ex-officio secretary of all selection of the selection committee of the teacher(s) and shall be bound to place before the selection committee all such information as may be necessary for transaction of their business.
		(f)	Also, perform such other duties and functions as may be prescribed by the BOG, Chairman or the Vice-Chairman of the Board of Governors from time to time.
Funds of the College	52	(1)	The institute shall maintain a 'fund' to which shall be credited: <ul style="list-style-type: none"> (a) All money provided by the State and Central Government. (b) All fees and other charges received by the institute. (c) All money received by the institute by way of grants, gifts, donations, benefactions, bequests or transfers. (d) All money received by the institute or society in any other manner or from any other sources.
		(2)	All money credited to the fund of the institute shall be deposited in such banks or invested in such manner as the 'Board' may, in pursuance of general guidelines issued by the State Government decide.
		(3)	The fund of the institute shall be applied towards meeting the expenses of the institute including expenses incurred in the exercise of its powers and discharge of its duties.
		(4)	The institute shall maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in

			such from as may be prescribed by the State Government in consultation with the examiner-Local Fund Account and the Accountant General Uttar Pradesh.
		(5)	The accounts shall be audited by the Examiner-Local Fund Account, or by any person authorized by him in this behalf and by expenditure incurred in connection with such audit at such rates, as may be determined by the Examiner-Local Fund Account, shall be payable to the Examiner-Local Fund Account, provided that the accounts shall always be open to audit by Comptroller and Auditor General of India or his representative on such terms and conditions as the later may authorize.
Common Seal of the College	53		The society shall have a common seal and such shall be issued in the name of the 'Secretary of the Society'.
Power to amend the purpose and objectives of society	54		Subject to prior approval of the State Government the 'Society' may amend any purpose or purpose for which it is established, provided it carries out the procedure prescribed therefore by the Societies Registration Act, 1860 (ACT No. XXI of 1860).
Power to amend the Rules	55		These rules may be altered with the prior approval of the State Government at any time by a resolution passed by a majority of two third of the members present at any meeting of the 'Society' duly convened for the purpose.
Contracts of Society	56	(1)	All contracts shall be expressed to be made in the name of the 'Society' and shall, except where the contract relates to his own employment, be executed by the Director of the institute.
		(2)	No contract for the sale, purchase or supply of any goods or material shall be made or financial agreement entered into for and on behalf of the 'Society' with any member of the 'Society' or the 'Board of Governors' or his relative or a firm in which such member or his relative is a partner or shareholder or any other partner in such a firm or a private company of which the member is a member or Director.

**BYE-LAWS
FOR**

Uttar Pradesh Textile Technology Institute, Kanpur

Definitions	1	(a) "Authorities", "Professors" and "Officers" respectively mean the Authorities, Professors and Officers of the Institute
		(b) "Board" means the Board of Governors of the Institute
		(c) "Bye-Laws" mean the Bye-laws of the institute
		(d) "Chairman" means the Chairman of the institute
		(e) "Institute" means the Uttar Pradesh Textile Technology Institute, Kanpur
		(f) "Director" means the Director of the institute
		(g) Registrar" mean the Registrar of the Uttar Pradesh Textile Technology Institute, Kanpur
		(h) "Rules" mean the Rules of the concerned Uttar Pradesh Textile Technology Institute, Kanpur
		(i) "Society" means the "Uttar Pradesh Textile Technology Institute, Kanpur Society
		(j) 'State Government" means the Government of Uttar Pradesh
		(k) "University" means the University to which the Institute is affiliated
		(l) "Warden" means the Warden of a Hostel for Student's residence in the Institute.
Classification of staff	2	Except in case of employees paid from contingencies, members of the staff of the Institute shall be classified as follows:
		(a) Academic and Administrative
		(i) Director
		(b) Academic
		(i) Professor – Including Professor of Training & Placement.

Appointing Authority and the method of appointment			(ii) Associate Professor, if any (iii) Reader/Assistant Professor (iv) Lecturer (v) Workshop Supervisor (vi) Assistant Workshop Supervisor (vii) Physical Training Instructor, if any (viii) Teaching/Research Assistant (ix) Such other academic staff as may be decided by the board
		(c)	Teaching Supporting (i) Computer Systems Manager (ii) System analyst (iii) Computer Programmer (iv) Computer Operators (v) Laboratory Assistants (vi) Surveying Assistant (vii) Photo-artist (viii) Workshop Assistant/Instructors (ix) Demonstrators
		(d)	Technical (i) Foreman, (ii) Mechanics (iii) Horticultural Assistant, if any (iv) Draftsman, and (v) Such other technical staff as may be decided by the Board.
		(e)	Administrative (Non-teaching) (i) Registrar, (ii) Deputy Registrar/s (iii) Assistant Registrar/Head Assistant (iv) Senior Assistant (v) Typist/Assistant (vi) Accounts Officer (vii) Audit Officer, if any (viii) Accounts Clerks (ix) Cashier (x) P.S. to Director (xi) Personal Assistant (xii) Stenographers (xiii) Stores & Purchase Officer, if any (xiv) Storekeeper cum caretaker (xv) Estate Officer/Engineer, if any (xvi) Engineer (Assistant/Junior) (xvii) Medical Officer, if any (xviii) Librarian (xix) Deputy Librarian, if any

			(xx) Assistant Librarian/cataloguer, if any (xxi) Such other administrative staff as may be decided by the Board.
Appointing Authority and the method of appointment	3	(a)	<p>All appointments to posts under the Institute shall be made-</p> <p>(i) by the Director, if the maximum of the scale does not exceed Rs. 10,500/- and</p> <p>(ii) By the Board in other cases.</p> <p>Provided that</p> <p>(i) At least 50% of the vacancies other than those of teachers and 25% of the vacancies in the administrative posts of the Institute, excluding the post of Director, Registrar and 'single post' not falling under the line of promotion of any category shall be filled by promotion in order of 'seniority-cum-merit', provided the employee of the Institute fully possess the requisite qualifications and experience as prescribed for individual posts, without exception.</p> <p>(ii) The first vacancy shall be filled by direct recruitment and the second vacancy will be up by promotion and so on.</p> <p>(iii) While making appointments to the non-academic posts, the appointing authority shall ensure compliance of orders of the Government of Uttar Pradesh, as amended from time to time, regarding reservation for the members of the scheduled castes, scheduled tribes and other backward classes."</p>
	4		Selection Committee for Filling various posts, other than the Director, on which appointments are made on contract basis in the Institute, including the post of professor, Associate Professor, Reader/Assistant Professor and Lecturer, shall be constituted in the manner laid down below namely

		(a)	Selection Committee for the post of Professor, Associate professor, Reader/Assistant professor, workshop superintendent & Librarian-	
			(i) The Vice-Chancellor of the University to Which the Institute is affiliated or an eminent Academician from the field of technical education to be appointed by the government.	Chairman
			(ii) The Director of the Institute	Vice-Chairman
			(iii) An Officer of the Technical Education Department to be nominated by the Chairman Board of Governors for a period of three years	Member
			(iv) Head of Department concerned, Provided that the head of the department Shall not sit in the selection committee When he himself is a candidate for appointment Or the post concerned is of the same or of a higher Rank	Member
			(v) to (vi) Three experts to be selected by the director of the Institute from the Panel of experts constituted under rule-5(b) In these bye-laws.	Member(s)
			-Provided that the selection committee shall not be deemed to be duly constituted unless all the experts have been given due notice of the meeting and at least two of them are present. -Provided also, that the selection committee shall not be deemed to be unconstitutional if more than the required member experts of attend a particular selection committee.	
			(vii) A Person to be nominated by the all India Council of technical education for a period Of three years	Member
			(viii)to (ix) Two representatives, one each from & Scheduled caste/scheduled tribe and other backward classes to be	Member(s)

			nominated by The Chairman/Vice-Chairman of the selection Committee out of the professors/Class-I gazetted Officers *	
		<p>Notes:</p> <p>The selection committee shall not consider any person for appointment as associate professor and/ or reader/ Assistant professor unless he had applied for the post but in the case of appointment of a professor, the committee may, with the approval of the Director and the vice- chancellor, consider the names of persons who have not applied.</p> <p>(i) No Selection for the post of professor would be held unless the chairman is himself present.</p> <p>(ii) The presence of the government nominees shall be essential for all selections under this category.</p>		
		b	Selection Committee for the post of lecturer, medical Officer, Deputy Librarian, and Assistant Workshop Superintendent-	
			(i) The Vice Chancellor of the university to Which the institute is affiliated or, an Eminent academician from the field of Technical education to be appointed by The government	Chairman
			(ii) The Director of the Institute	Vice-chairman
			(iii) Head of Department concerned, - provided the he holds a post higher than the post concerned.	Member
			(iv) A persons to be nominated by the chairman Board of governors for a period of three years	Member
			(v) & (vi) two experts to be selected by the Director & from the panel of experts constituted under (VI) rule-5 in these bye-laws	Members
		<p>-Provided that the selection committee shall not be deemed to be duly constituted unless all the experts, who are the members of the selection committee, have been given due notice of the meeting and at least one of them is present.</p>		

			-provided also, that the selection committee shall not be deemed to be unconstitutional if more than two experts attend a particular selection committee meeting.	
			(vii) A person to be nominated by the all India Council for technical education for a period of Three years.	Member
			(viii) & (ix) two representatives, one each from & Scheduled caste/scheduled tribe and Other backward class to be nominated by the chairman/Vice-chairman of the selection Committee out of the professors/class-I gazetted Officers.	Members
			<p>Note;</p> <p>The selection committee shall not consider any person for appointment unless he had applied for the post.</p>	
		(c)	Selection Committee for non-teaching posts in the scale of Rs. 8000-13500 and above but below the rank of Director	
			(i) the Vice-chancellor of the university to which the Institute is affiliated or an eminent academician from the field of technical education to be appointed by the Government	Chairman
			(ii) The Director of the Institute	Vice-chairman
			(iii) A persons to be nominated by the chairman Board of governors for a period of three years	Member
			(iv) One member of board of governors nominated By the board for three years	Member
			(v) One expert form Industry/other engineering Institute/University	Member
			& (vii) two representatives, one each from & scheduled caste/scheduled tribe and other backward classes to be nominated by the chairman/vice-chairman of the selection Committee out of the	Member(s)

			professors/class-I gazetted Officers	
		(d)	in the case of all other posts- The Director shall, at his discretion, constitute such selection committee as shall be considered appropriate by him.	
Constitution of Screening Committee	5	(a)	<p>Screening Committee, consisting of the following, shall examine the credentials of all persons who have applied for particular post(s) in the light of the requirement for the post(s) as given in the relevant advertisements and shall forward names of all the candidates, qualified for interview. The following will be the members of the screening committee-</p> <p>(i) Director Chairman</p> <p>(ii) One Expert Member</p> <p>(iii) Head of the Department Concerned Member</p>	
Functions of Selection Committee		(b)	<p>A panel of experts in each field of specialization shall be approved by the board from which the experts will be invited for the selection committee.</p> <p>(i) The Selection Committee shall interview all the candidates called for interview on recommendation of the screening committee.</p> <p>(ii) The Selection Committee shall inter-alia consider the bio data of any person suggested by any member of the selection committee or brought otherwise to this notice or the post of professor only.</p> <p>(iii) The selection Committee shall then recommend suitable candidates (not more than three) for each post and shall arrange their names in order of preference.</p>	
Selection not questionable due to absence of any member	6		<p>Subject to the proviso to clause 4(a) of these Bye-laws, an act of proceedings of the selection committee shall not be called in question on the ground merely of the absence of any member or members of the selection committee-</p> <p>-Provided that at least half the number of members of the selection committee is present at the time of selection of candidates.</p>	
Qualifications and	7	(a)	Qualifications required for the various	

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Pay Scales			academic & administrative posts shall be such as may, from time to time, be laid down by the all India council for technical education or the university to which the institute is affiliated.
		(b)	The scales of pay and allowances for every post will be determined by the board with the approval of the state government.
Seniority of Staff	8	(i)	Seniority of staff in the institute service will be determined by the date of joining the appointment in the particular grade -provided that the relative seniority given to candidates by selection committee and approved by the board of government, will remain undisturbed.
		(ii)	(ii) if two or more persons have equal length of service in a particular grade the relative seniority among such persons shall be determined by age, if both are new entrants, otherwise by the seniority in the previous appointment in the institute.
		(iii)	(iii) Seniority, as determined above, will be applicable only for the period a person holds an appointment in a particular grade and will start a fresh in case of re-appointments after a break.
Sound Health	9	Permanent employees of the Institute shall be governed by the following terms and conditions-	
		(a)	Every appointment shall be subject to the conditions that the appointee is certified as being in sound health and physically fit for service by medical authority nominated by the board-provided that the Board may, for sufficient reasons to be recorded, relax the Medical requirements in any particular case or cases or dispense with such medical examination in any case or class or cases, subject to such conditions if any as may be laid down by the Board. -provided, further that once a person is asked to produce a medical certificate of fitness for entry into the service of the institute and has actually been examined and declared unfit, it is not open to the appointing authority to use its discretion to ignore the certificate that has been

			produced.
Probation		(ii)	Subject to the provisions of the Rules and the Bye-laws all Appointments to posts under the Institute shall ordinarily be made on probation for a period of one year in case of the director and the Professors, and two years in case of all other teaching, non-teaching and administrative staff after which period the appointee, if confirmed, shall continue to hold his office subject to the provisions of the Rules and Bye-laws till he attains the age of superannuation.
Provident Fund & Pension		(iii)	<p>The employees of the institute shall be entitled to the benefits of provident fund, pension and other benefits maintained for persons in the service of the Institute, in accordance with the provisions of these bye-laws and the rules framed by the Board for the purpose from time to time.</p> <p>(iv) The employee of the Institute shall be required to subscribe to the provident fund of the Society as per provisions made in the Rules of the Institute</p>
Power to extend Probation Period		(v)	The appointing authority shall have the power to extend the period of probation of any employee of the institute for such period not exceeding a period of two years as may be found necessary. If after the period of probation, the appointee is not confirmed and his probation is also not formally extended, he shall be deemed to have continued on a temporary basis and his services may then be terminable on a month notice.
Whole time engagement & Consultative Practice		(vi)	An employee of the institute shall devote his whole time to the service of the Institute and shall not engage directly or indirectly in any trade or business or in private tuition or any other work which may interfere with the proper discharge of his Engagement & duties, but the prohibition herein contained shall not apply to consultative academic work and consultative practice undertaken Practice with specific prior permission of the director which may be given subject to such condition regarding acceptance of remuneration, etc, as may be laid down by the Board.

Conduct Rules For employees		(vii)	The employees of the Institute shall be governed by the Institute Employees Conduct Rules.
Termination of Service during Probation		(viii)	The Appointing authority shall have the power to terminate the services of any member of the staff without notice and without any cause assigned during the period of probation or the extended period of probation, as the case may be,
Termination of Service due to ill-health		(ix)	The appointing authority shall have the power to terminate the service of a member of staff by giving him three months notice or pay in lieu thereof; in case he is found on the report of a medical authority nominated by the board, to be physically or mentally unfit for service in the Institute.
Termination of Service due to Retrenchment		(x)	The Board shall have the power to terminate the service of any permanent member of the staff on ground of retrenchment or economy by giving to the person concerned six months notice or pay in lieu thereof.
Termination of Service if not Required		(xi)	The appointing authority shall have the power to terminate the services of any permanent member of the staff by giving him three months notice or three months pay in lieu thereof, if his services are found to be no longer required by the Institute.
Termination of engagement by the Employee		(xii)	Save as otherwise provided in the agreement, bond executed between the employee and the institute, a member of staff may terminate his engagement by giving to the appointing authority three months notice in writing. The appointing authority may, for sufficient reasons to be recorded, reduce this period.
Suspension of Employee		(xiii)	<p>(a) The appointing authority may place any member of the staff appointed at the Institute, under suspension.</p> <p>(i) Where a disciplinary proceeding against him is contemplated or is pending or</p> <p>(ii) Where case against him in respect of nay criminal-offence is under investigation or trial.</p> <p>A member of the staff under suspension is entitled to a subsistence grant of such amount not less than one fourth of his pay and not more than one half of his pay as the</p>

		suspending authority may direct, provided that in no case shall the amount of the subsistence grant exceed the maximum limits of leave salary on half average pay or half average substantive pay.
Penalties & Procedure	(xiv)	<p>the following penalties may, for good and sufficient reasons, and as hereinafter provided, be imposed on any member of the staff:-</p> <ol style="list-style-type: none"> Censure Withholding of increments or promotion. Recovery of the whole or part of the pecuniary loss caused to the Institute by negligence; or breach of orders; Reduction to a lower service, grade or post or to a lower time scale or to a lower stage in a time scale; Compulsory retirement; Removal from service which shall not be a disqualification for future employment. Dismissal from service which shall be a disqualification for the future employment under the Institute. <p>-Provided that no order, imposing on any member of the staff of the penalties specified at (a), (b) and (c) above, shall be passed by any authority subordinate to that by which he was appointed and Unless the member of the staff concerned has been given an opportunity to make representation to the appointing authority.</p> <p>-Provided further that, no order imposing on any member of the staff, penalties specified at (d) to (g) above shall be passed by any authority subordinate to that by which he was appointed and except after an enquiry has been held and the member of the staff has been given reasonable opportunity of showing cause of the action proposed to be taken in regard to him</p>
Conditions when procedure may not be followed	(xv)	<p>Notwithstanding the provisions made hereinbefore, shall not be necessary to follow the procedure mentioned above in the following cases:-</p> <ol style="list-style-type: none"> Where an employee is dismissed or removed or reduced in rank on the ground of conduct which has led to his conviction

on a criminal charge.

- (ii) Where the authority empowered to dismiss or remove the person or to reduce him in rank is satisfied that for some reason, to be recorded by such authority in writing. It is not reasonably practicable to give to that person an opportunity of showing cause.

Note: if any question arises whether it is reasonably practicable to give to any person opportunity of showing cause under this clause, the decision thereon of the authority empowered to dismiss or remove such person or to reduce him in rank, as may be, shall be final.

Where the Chairman is Satisfied that in the interest of the security of the state, it is not expedient to give to the person such an opportunity.

Redressal of
Grievance

- (xvi) A member of the staff aggrieved by any order imposing penalty passed by the Director against him, shall be entitled to prefer an appeal to the chairman Board of Governors, against the order, within six months, and decision of the chairman, shall be final.

Pay to Suspended
& dismissed
employee

- (xvii) (a) Where an employee of the Institute, who has been dismissed, removed or suspended is reinstated; the authority competent to order the reinstatement shall consider and make a specific order-

- i. Regarding the pay and allowances to be paid to the employee for the period of absence from duty, and,
- ii. Whether or not the said period shall be treated as period spent on duty.

(b) where the authority mentioned in clause(a) is of the opinion that the employee has been fully exonerated or, in the case of suspension, that it was wholly unjustified, the employee shall be given the full pay and allowances to which he would have been entitled had he not been dismissed, removed or suspended as the case may be.

(c) In other cases, the employee shall be given such proportion of such pay and allowance as such competent authority may prescribe,

			provided that the payment of allowances under clause(b) and(c) above shall be subject to all other conditions under which such allowances are admissible.
Leave admissible	(xviii)		(d) In a case falling under clause (b) the period of absence from duty shall be treated as a period spent on duty for all purposes.
			the employees of the Institute shall be entitled to
			Leave in accordance with provisions laid down by the Board in the leaves regulations.
Vacation of Staff	(xix)		It shall be for the Board to decide as to which class of Employees of the Institute shall be entitled to vacation.
Medical Facilities	(xx)		The employees of the Institute will receive such medical facilities for themselves and their families as provided by the Medical Rules.
Tribunal of arbitration	10		Any Dispute arising out of a contract between the Institute and its officer or teacher, shall on the request of the officer or teacher concerned, be referred to a tribunal of arbitration consisting of one member nominated by the board of governors, one member nominated by the officer or teacher concerned and an umpire appointed by the chairman the decision of the tribunal, thereon, shall be final and no suit shall lie in any court in respect of the matter decided by the tribunal. Every such request shall be deemed to be a submission to arbitration within the meaning of the arbitration Act, 1940 and all the provisions of the act shall apply accordingly.
Appointment of Eminent person on Contract	11		Subject to the provisions contained in the Memorandum of Association the board in special circumstances, may appoint an eminent person on the teaching staff on contract for a period not exceeding five years, with a provision of renewal for further period, provided that every such appointment and the terms thereof shall be subject to the prior approval of the state government.
Termination of service of Temporary Employee	12		The Service of a member of staff appointed temporarily can be terminated, by the appointing authority by giving one calendar month notice or by paying a sum equivalent to one months salary in lieu of the notice without

General provident Fund & pensions 13

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Status of present Employees of GCTI, Kanpur 18

assigning nay reason a member of the staff can also terminate his engagement by giving to the appointing authority one month notice in writing or by paying to institute one month salary in lieu of the notice. The appointing authority may, for sufficient reasons to be recorded, reduce this period.

All the benefits of the General Provident fund & Pension shall be provided to the employees of the institute, as approved by board of governors in accordance with government rules applicable from time to time.

The Institute will observe the same rules in regard to traveling and daily allowances as are enforced by the state government form time to time.

An employee of the Institute may be provided with unfurnished house as licensed, if available situated within the campus of the Institute in which he shall be required to reside, subject to the conditions laid in regulation regarding allotment of residential accommodation to employees of Institute.

A member of the staff of the Institute can be sent on deputation as per the norms of government of Uttar Pradesh

Any matter not covered by the above Rules and Bye-laws will be governed by the relevant rules applicable to the employees of the state Government of time being in forced till the board frames its rules and bye-laws.

So far as the present employees of the government Central Textile institute Kanpur are concerned, they will be governed by the following rules-

(a) On the date of reconstitution of the Government Central Textile Institute, Kanpur as Uttar Pradesh Textile Technology Institute, Kanpur all the posts as existing in the government Central Textile Institute Kanpur shall be deemed to have been created in the Uttar Pradesh textile Technology Institute Kanpur and, on the said date all the officers/ employees of this Institute shall be deemed to be on deputation in the government Central

Textile Institute Kanpur in accordance with the provisions of fundamental rule-10 of the financial handbook vol-II to IV. During the period of this deputation all the officers/ employees shall continue to draw the same pay and allowances, which they would have drawn from time to time under the Government service. No additional allowance will be payable to them on account of being placed on deputation.

- b) Keeping the period of deputation of the employees to a maximum of one year, the Uttar Pradesh Textile Technology Institute, Kanpur will be facilitated to arrange to appoint them formally in its service, and its 'Service Rules' shall be finally prepared within the same period. The deputation of the employees will keep terminating as and when they get appointed in the service of the Uttar Pradesh Textile Technology Institute, Kanpur.
- c) Uttar Pradesh Textile Technology Institute, Kanpur will absorb in its service all the officers and employees, whether 'Temporary' or 'Permanent' on any post under their original Government Service; and who are willing to be absorbed in the service of the Uttar Pradesh Textile Technology Institute, Kanpur by submitting their option under the prescribed procedure. The options for their absorption in the service of the Uttar Pradesh Textile Technology Institute, Kanpur in accordance with the prescribed procedure shall be invited from both the types of employees- 'Temporary' and 'Permanent'.
- d) The service conditions of these employees after their absorption, shall under no circumstances be inferior than those which were existing for them under the State Government immediately before their absorption and; under the Uttar Pradesh Textile

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Technology Institute, Kanpur their period of government service, inter-se-seniority, promotion, pay fixation, right related to leave and retirement benefits shall be considered in the same way as if (they) continued in the government service.

- e) In the process of absorption, option from the concerned officers/ employees shall be invited to be absorbed in its service, in reply to which the concerned officer/ employee will submit his/her option within the stipulated period to accept this invitation and tender resignation from the 'Government service' and, will submit his/her application accordingly. This option and the application shall be submitted on the prescribed Performa. The Government shall act on all such applications received within the stipulated period and accept the resignation of the concerned officer/employee from the government service and, grant permission to be absorbed in the service of the institution from the same date. In cases of such officers/ employees whose option/application is not received within the stipulated period, it will be assumed that the invitation given by Uttar Pradesh Textile Technology Institute, Kanpur is not accepted by them and, the action in accordance with the clause 18(i) of these Bye-laws shall be taken in their case. The responsibility to ensure that the option/application reaches the institution within the stipulated time shall rest with the concerned officer/employee submitting the option/application. No pre-condition shall be imposed by the concerned officer/employee, and if he/she does so it will be assumed that he/she has not accepted the invitation.
- f) No ill-effect arising out of this resignation will adversely affect such officers/employees regarding their

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continuity of service or other interests arising out of it and para-418 of "the Civil Service Regulation" will be relaxed in this regard.

- g) Consequent to their absorption, the leave account of every officer/employee shall be transferred under the Uttar Pradesh Textile Technology Institute, Kanpur, as it existed before absorption. Uttar Pradesh Textile Technology Institute, Kanpur will not be entitled to claim any contribution or other reimbursement in this regard.
- h) Absorbed officers/employees shall stop contribution to their present 'provident fund' account, if any, from the date of absorption, and the amount deposited in the (GP) fund along with the interest accrued, as per applicable government rules, till the month before absorption shall be credited in their new provident account opened under Uttar Pradesh Textile Technology Institute, Kanpur.
- i) Such employees who do not submit their option, within the stipulated time, with regards to invitation received under clause 18(e) of these Bye-laws, in favour of their absorption of their services of the Uttar Pradesh Textile Technology Institute, Kanpur, will be deemed to be transferred under the Director, Technical Education, UP, Kanpur and continue on to be deputation in the new institution. In the event of such employees acquiring lien on any other post or superannuation, the post held by them in the Technical Education Directorate shall automatically be deemed to be abolished. Such officer/employee, who is permanent in any other department/organisation, shall be returned to their original cadre/post.
- j) The option from the teachers/employees shall be invited within 90 days, on the prescribed Performa (appendix-A), to

ensure the action in accordance with the provisions of the clause 18 of these Bye-laws.

Note: Hindi Version of the clause 18 of these bye-laws is given in the 'appendix-B'. However, in case any discrepancy between the English and Hindi Versions, the contents of the Hindi version will take precedence.

Performa to be used by the officers/ employees of the Government Central textile Institute.

Kanpur

For submitting their option

To be absorbed in the service of Uttar Pradesh textile technology Institute,
Kanpur

(See Clause 18(i) of these Bye-laws)

विकल्प -पत्र

मैं..... जन्मतिथि..... पुत्र

..... जो राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर में.....

पद पर दिनांक..... से तदर्थ/अस्थायी/स्थायी रूप से कार्यरत हूँ। प्राविधिक शिक्षा अनुभाग-1 के कार्याय ज्ञाप संख्या-4106 (2)/सोलह-1-2005-12 (5) 99 दिनांक 22 फरवरी, 2006 की अपेक्षानुसार घोषणा कर्ता हूँ कि-

1. मैं राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर के उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के रूप में पुर्नगठित होने के उपरान्त पुर्नगठन की तिथि से उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के मेगोरण्डम आफ एसोसिएशन एवं बाईलाज में उल्लिखित नियमों के अनुसार अपनी सेवाएं स्वयात्तशासी संस्थान की सेवाओं के रूप में परिवर्तित करना चाहता हूँ।
2. मैं राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर के उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के रूप में पुर्नगठित होने के पश्चात मैं अपनी सेवाएं पूर्व की भांति राजकीय सेवा के रूप में अधिवर्षता आयु तक पूर्ववत् रखना चाहता हूँ।

हस्ताक्षर.....

नाम.....

पदनाम.....

पता.....

Appendix-B
Hindi Version of the clause 18 of these bye-laws
(see the Note below clause (j) of these bye-laws)

18. जहाँ तक राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर के वर्तमान कर्मिकों का संबंध है, वे इस नियम के अधीन निम्नलिखित उप नियमों से आच्छादित होंगे।

1. राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर के उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के रूप में पुनर्गठन की तिथि को राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर के विद्यमान पद उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर में सृजित माने जायें तथा उक्त तिथि को उक्त राजकीय संस्था के समस्त अधिकारियों/कर्मचारियों को उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान कानपुर में वित्तीय नियम संग्रह खण्ड-2 से 4 के मूल नियम-110 के अन्तर्गत अधिकारियों/कर्मचारियों को वही वेहन/भत्ते आदि मिलते रहेंगे, जो उन्हें सरकारी सेवा के अधीन समय-समय पर अन्यथा प्राप्त होते। प्रतिनियुक्ति पर रखने के फलस्वरूप उनको कोई अतिरिक्त वेतन-भत्ता आदि देय नहीं होगा।

2. कर्मिकों की प्रतिनियुक्ति की अवधि अधिकतम एक वर्ष के लिए रखकर उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर को उन्हें अपनी सेवा में औपचारिक रूप से नियुक्ति करने की व्यवस्था करने का अवसर दिया जायेगा तथा उसी अवधि में उक्त संस्था के द्वारा अपने सेवा नियमों आदि को भी अन्तिम रूप से तैयार कर लिया जायेगा। ज्यों-ज्यों कर्मिकों की उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर की सेवा में नियुक्ति होती जायेगी, त्यों-त्यों उनकी प्रतिनियुक्ति समाप्त होती जायेगी।

3. राजकीय केन्द्रीय वस्त्र संस्थान, कानपुर के उन समस्त अधिकारियों तथा कर्मचारियों को चाहे वे मौलिक सरकारी सेवा के अधीन किसी पद पर स्थायी हो अथवा नहीं, और जो उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर की सेवा में निर्धारित प्रक्रिया के अनुसार अपना विकल्प देकर संविलीन होना चाहें, उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर अपनी सेवा में निर्धारित प्रक्रिया के अनुसार संविलीन होने के लिए अस्थायी एवं स्थायी दोनों प्रकार के कर्मिकों से विकल्प आमंत्रित किया जायेगा।

4. संविलियन होने के उपरान्त इन कर्मचारियों की सेवा शर्तें किसी भी दशा में उन शर्तों से निम्न नहीं होगी जो इन्हें संविलियन से ठीक पूर्व राज्य सरकार के अधीन उपलब्ध हों तथा उनके सरकारी सेवाकाल पर उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के अधीन इनकी आपसी वरीयता, प्रोन्नति, वेतन निर्धारण, अवकाश संबंधी अधिकारों तथा सेवा निवृत्तिक लाभों के लिए उसी प्रकार विचार होगा जैसा कि उनके सरकारी सेवा में ही बने रहने पर विचार होता।

5. संविलियन की प्रक्रिया में संबंधित अधिकारियों/कर्मचारियों को अपनी सेवा में लेने का विकल्प आमंत्रित किया जायेगा, जिसके प्रति उत्तर में संबंधित अधिकारियों/कर्मचारी निर्धारित समय के अन्दर इस आमंत्रण को स्वीकार करने तथा उसी तिथि से राजकीय सेवा में त्याग-पत्र

देने का विकल्प प्रस्तुत करेंगे और तदनुसार प्रार्थना पत्र देंगे। यह विकल्प तथा प्रार्थना पत्र निर्धारित प्रपत्र पर ही दिये जायें। समय के भीतर प्राप्त उक्त प्रार्थना पत्रों पर शासन द्वारा यह कार्यवाही की जायेगी कि संबंधित अधिकारियों/कर्मचारियों का सरकारी पद से त्यागपत्र स्वीकार कर लिया जाये तथा उन्हें संस्था की सेवा में उसी तिथि से संविलीन होने की अनुमति दे दी जायेगी। जिन अधिकारियों/कर्मचारियों के विकल्प/प्रार्थना पत्र सूचित समय सीमा के अन्दर प्राप्त नहीं होंगे तो यह समझा जायेगा कि उन्हें उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर द्वारा दिया गया आमंत्रण स्वीकार नहीं है और उनके बारे में आने वाले प्रस्तर 9 के अनुसार कार्यवाही की जायेगी। निर्धारित समय सीमा के अन्दर विकल्प तथा प्रार्थना पत्र संस्था को पहुँचाने की जिम्मेदारी विकल्प/प्रार्थना पत्र देने वाले अधिकारी/कर्मचारी की होगी। विकल्प/प्रार्थना पत्र में संबंधित अधिकारी/कर्मचारी द्वारा अपनी ओर से कोई शर्त नहीं लगायी जायेगी और यदि ऐसा किया जाता है तो यह मान लिया जायेगा कि उन्होंने आमंत्रण स्वीकार नहीं किया।

6. इस त्याग पत्र से उत्पन्न होने वाला कोई कुप्रभाव उक्त अधिकारियों/कर्मचारियों की सेवा की अविच्छिन्नता या उससे उत्पन्न होने वाले हितों पर नहीं पड़ेगा तथा इस सम्बन्ध में सिविल सर्विस रेगुलेशन्स के अनुच्छेद-418 को शिथिल करने पर भी विचार किया जायेगा।

7. संविलियन के फलस्वरूप प्रत्येक संविलीन अधिकारी/कर्मचारी का अवकाश लेखा, जैसा कि वह संविलियन के ठीक पहले हो, उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के अधीन हस्तान्तरित हो जायेगा। उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर उसके उपलक्ष में किसी प्रकार का अंशदान या अन्य प्रकार की प्रतिपूर्ति पाने का हकदार न होगा।

8. संविलीन हुये अधिकारी/कर्मचारी संविलियन की तिथि के माह से अपने वर्तमान प्राविडेन्ट फण्ड लेखे में, यदि कोई हो तो, अंशदान देना बन्द कर देंगे और उनके फण्ड में जमा धनराशि संविलियन की तिथि के पूर्व माह तक के ब्याज के साथ जो संबंधित राजकीय नियमानुसार देय होगा, उनके नये प्राविडेन्ट फण्ड लेखे में, जो उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर के अधीन खोला जायेगा।

9. वे कार्मिक जो उपर्युक्त प्रस्तर-5 में प्राप्त आमंत्रण के प्रत्युत्तर में उत्तर प्रदेश वस्त्र प्रौद्योगिकी संस्थान, कानपुर की सेवा में संविलीन होने के पक्ष में निर्धारित समय सीमा में विकल्प नहीं प्रस्तुत करते हैं निदेशक, प्राविधिक शिक्षा उत्तर प्रदेश, कानपुर के कार्यालय को स्थानान्तरित माने जायेंगे और नई संस्था में प्रतिनियुक्ति पर बने रहेंगे। संबंधित कर्मचारी द्वारा अन्य पद पर धारणाधिकार धारण करने अथवा सेवानिवृत्त होने पर उनके द्वारा प्राविधिक शिक्षा निदेशालय में उपर्युक्तानुसार धारित पद स्वतः ही समाप्त माना जायेगा। ऐसे अधिकारियों/कर्मचारियों को जो अन्य विभागों/संगठनों के किसी पद पर स्थायी हो, को उनके मूल संवर्ग/पदों पर वापस कर दिया जायेगा।

10. संस्थान के कार्मिकों/शिक्षकों से 90 दिन के अन्दर संलग्न प्रारूप पर विकल्प प्राप्त कर उनके सम्बन्ध में उपरोक्तानुसार कार्यवाही सुनिश्चित की जायेगी।

01/02 उ0प्र0 वस्त्र प्रौद्योगिकी संस्थान समिति के प्रतिवेदन के अनुसार समस्त अधिकार प्रशासनिक परिषद को प्रतिनिधारित किया जाना।

उ0प्र0 वस्त्र प्रौद्योगिकी संस्थान समिति के प्रतिवेदन, डमउवतंदकनउ वी)वबपंजपवदद के अनुच्छेद संख्या 05 (पृष्ठ संख्या-10) में दिये गये प्राविधान की ओर समिति का ध्यान आकर्षित है। इस अनुच्छेद के अनुसार समिति अपने समस्त/किसी भी अधिकार को प्रशासनिक परिषद (ठब्ब) में प्रतिनिधारित कर सकती है। 'समिति नियमावली' के नियम 03 (पृष्ठ

संख्या-13) में यह व्यवस्था है कि 'प्रशासनिक परिषद' के सभी सदस्यों से समिति संरचित होगी।

Board of Governors				
	BOG Structure as per memorandum		Members against as of today	Signature
1	Minister, Technical Education Department, U.P.	Chairman	माननीय सदल प्रसाद, राज्यमंत्री (स्वतंत्र प्रभार), प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	
2	Principal Secretary/Secretary Technical Education Department, U.P.	Vice-Chairman	श्री संजय प्रसाद सचिव, प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	
3	Principal Secretary/Secretary Finance Department, U.P. or his nominee, not below the rank of Special Secretary	Member	श्री विद्या सागर शुक्ल विशेष सचिव वित्त विभाग, उत्तर प्रदेश शासन, लखनऊ।	
4	Director, Indian Institute Technology, Kanpur	Member	श्री संजय गोविन्द घान्डे, निदेशक, भारतीय प्रौद्योगिकी संस्थान, कानपुर।	<i>Shankar</i>
5	Director of Technical Education, Uttar Pradesh, Kanpur.	Member	श्री मधुकर सुर्मा निदेशक, प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	<i>Madhukar</i>
6	Head of the department of the Textile IIT, New Delhi	Member	प्रो० कुशल सेन, अध्यक्ष, वस्त्र प्रौद्योगिकी विभाग, भारतीय प्रौद्योगिकी संस्थान, हाजिबास, नई दिल्ली।	
7	A nominee of the All India Council of Technical Education, New Delhi	Member	प्रो० बी० के० बेहरा, वस्त्र प्रौद्योगिकी विभाग, भारतीय प्रौद्योगिकी संस्थान, हाजिबास, नई दिल्ली।	

8	One eminent Technologist/Engineer having Specialization in the field advent to the Institute to be nominated by the Board.	Member	श्री गौरहरि सिंहानिया, चेयरमैन, जे० के० आर्गेनाइजेशन, कानपुर।	
9	Vice-Chancellor of the University to which the Institute is affiliated.	Member	प्रो० कृपा शंकर कुलपति, उत्तर प्रदेश प्राविधिक विश्वविद्यालय, लखनऊ।	
10	Two Head of the Department of the Institute not below the rank of Professor to be nominated by the Board, for one year, by rotation in order of seniority.	Member 1	HOD (TI)	
11		Member-2	HOD (TC)	
12	Three persons in the field of to Technical Education to be nominated by the State Government.	Member 1	प्रो० एस० एम० इशितयाक, टेक्सटाइल टेक्नोलॉजी विभाग उपनिदेशक भारतीय प्रौद्योगिकी संस्थान, हौजखस, नई दिल्ली।	
13		Member 2	प्रो० आनन्द मोहन, इलेक्ट्रानिक्स विभाग, बनारस हिन्दू विश्वविद्यालय, वाराणसी।	
14		Member 3	श्री विवेक सरवगी, बलरामपुर वीनी मिल, बलरामपुर।	
15	One eminent person from Industry to be nominated by the State Government.	Member	श्री इरशाद मिर्जा, चेयरमैन, मिर्जा ग्रुप ऑफ कम्पनीज, कानपुर।	
16	One representative from the SC/ST from amongst reputed teachers/educationists/Textile Technocrats/Industrialists nominated by the Chairman of the Governing Body	Member	प्रो० रामनाथ पूर्व कुलपति, चन्द्रशेखर आजाद कृषि एवं प्रौद्योगिकी विश्वविद्यालय, कानपुर।	
17	One representative from other backward classes from amongst reputed teachers/educationists/Textile technocrats/ industrialists nominated by the Chairman of the Governing Body	Member	श्री रामा यादव, ज्वॉइंट कन्ट्रोलर, भारत सरकार रक्षामंत्रालय, (डी० जी० क्यू० ए०) कन्ट्रोलर ऑफ़ क्वालिटी एश्योरेंस, (टेक्सटाइल एण्ड क्लोदिंग), कानपुर।	
18	State Govt. Representative	Member Special Invitee	श्री राम गणेश, विशेष सचिव, प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	
19	State Govt. Representative	Member Special	श्री अनिल कुमार बाजपेई, उप सचिव,	

		Invitee	प्राविधिक शिक्षा, उत्तर प्रदेश शासन, लखनऊ।	
20	Director of the institute	Member Secretary	श्री प्रमोद कुमार निदेशक, उ०प्र० वस्त्र प्रौद्योगिकी संस्थान, कानपुर	