

**10 Powers and duties of Chairman**

- (1) The Chairman of the Board, nominated by the Visitor under clause (a) of section 11 of

the Act, shall have the following powers and duties:-

- (a) To fix, on the recommendations of the Selection Committee, the initial pay of an incumbent at stage(s) higher than the prescribed minimum in respect of posts to which appointments can be made by the Board under the provisions of section 25 of the Act.

Notwithstanding anything contained above, he shall have full powers to accord protection of pay in all cases where Board is the appointing authority.

- (b) To approve the proposal of the Director to travel abroad for official purposes, subject to guidelines issued, if any, by the Central Government.
- (c) The Chairman shall execute the contract of service between the Institute and the Director subject to the condition that the Chairman shall not be personally liable in respect of anything under such contract.
- (d) In emergent cases, the Chairman shall exercise the powers of the Board and inform the Board of the action for ratification.

**11 Travelling Allowances for the Chairman and the members**

The Chairman and the Members of the Board and other Authorities and members of the Committees constituted under the Act or these First Statutes or appointed by the Board or other Authorities shall be entitled to travelling allowances and daily allowance, as laid down by the Board from time to time, for attending the meetings of the Authorities and Committees.

**12. Director and its powers and functions**

- (1) Notwithstanding anything contained in these First Statutes, the Council may appoint an eminent person as Director on contract for a period not exceeding five years, with a provision for renewal for further periods. The contract of service of the Director shall be as stipulated in Schedule A:

Provided that every such appointment and terms thereof shall be subject to the prior approval of the Visitor.

- (2) The following are the powers and functions of the Director:-

- (i) The Director shall have the power to fix, on the recommendations of the Selection Committee, 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 appointment can be made by him under the powers vested in him by the provisions of the Act.
- (ii) He shall have the powers to permit members of academic, technical and administrative staff for research, training or for a course of instruction or for any other purpose considered fit by him, within India or abroad, subject to such terms and conditions as may be deemed fit and proper.
- (iii) He shall have the powers to employ all necessary staff, except casual labour, paid from contingencies and project funds or such other fund available at his disposal.
- (iv) In exceptional cases, subject to availability of funds, the Director shall have the power to create temporary posts with the approval of the Chairman, of not more than two years' duration on approved scales of pay under report to the Board provided that no such post, of which Director is not the appointing authority, shall be so created.
- (v) He shall be the 'Competent Authority' for all the employees, as further elaborated in

the Conduct Rules in the Schedule C.

- (vi) He shall submit the annual reports, annual budget proposals, annual accounts and annual audit reports to the Board.
- (vii) Subject to the budget provisions and further subject to the powers delegated by the Board of Governors from time to time, the Director shall have powers to (i) incur expenditure for running the Institute, (ii) re-appropriate funds with respect to different items constituting the recurring budget up to fixed limits without involving any recurring liability, (iii) waive the recovery of excess payment, if any, subject to the condition that such excess payment is not a result of misrepresentation of the employee, (iv) write off the irrecoverable losses.
- (viii) He shall have the powers to approve remission or reduction of licence fee for building(s) rendered wholly or partially unsuitable.
- (ix) He shall have all the powers of a head of department for the purposes of rules in the account code, the fundamental and supplementary rules and other rules of the Government in so far as they are applicable or may be made applicable to the conduct of the activities of the Institute.
- (x) He shall have powers to approve and sanction expenditures relating to purchases, services contracts such as housekeeping, security, outsourced manpower, and also advance payment to suppliers or other parties.
- (xi) If for any reason, the Registrar is temporarily absent, for a period not exceeding one month, the Director shall take over or assign to any member of staff of the Institute, any of the functions of the Registrar as he or she deems fit.
- (xii) All contracts for and on behalf of the Institute, except the one between the Institute and the Director, shall, when authorised by a resolution of the Board passed in that behalf, be in writing and be expressed to be made in the name of the Institute and every such contract shall be executed on behalf of the Institute by the Director, but the Director shall not be personally liable in respect of anything under such contract.
- (xiii) The Director may, during his absence from headquarters, authorise the Deputy Director or one of the Deans or a senior Professor present to sanction advances for travelling allowance, contingencies and medical treatment of the staff and sign and countersign bills on his behalf and authorise him for assuming such powers of Director as may be specifically delegated to the Deputy Director or one of the Deans or a senior Professor present by him in writing.
- (xiv) The Director may, at his discretion, constitute such Committees as may be considered appropriate.
- (xv) In the event of the occurrence of any vacancy in the office of the Chairman of Board of Governors by reason of death, resignation or otherwise or in the event of the Chairman being unable to discharge his functions owing to absence, illness or any other cause, the Director may discharge any or all the functions assigned to the Chairman under Statute 10.
- (xvi) The Director may, with the approval of the Board delegate any of the powers, vested in him by the Act and Statutes to one or more members of the academic or administrative staff of the Institute.

### 13 Deputy Director

- (1) The Board, in the interest of smooth functioning of the Institute, shall have the power to create one or more posts of Deputy Director.
- (2) The appointment of the Deputy Director, from among the faculty members of the Institute, shall be made by the Board on the recommendation of the Director.
- (3) The Deputy Director shall assist the Director in such academic and administrative work as may be considered necessary from time to time.
- (4) The Deputy Director shall be paid such Allowances and provided such facilities as may be approved by the Board from time to time.

### 14 Deans

- (1) The Board shall appoint Dean(s), from among the faculty members of the Institute, for performing such duties and functions and on such terms and conditions as the Board may decide from time to time.
- (2) The Deans shall be paid such allowances and provided such facilities as may be approved by the Board from time to time.

### 15. Registrar

- (1) The Registrar shall be appointed by the Board on the recommendations of the Selection Committee constituted under clause (d) of sub-statute (5) of Statute 17 on such terms and conditions as the Central Government may specify from time to time.
- (2) In addition to the role provided in section 19 of the Act, it shall be the duty of the Registrar –
  - a) to take action, as may be directed by the Director, to fill up the vacancies including casual vacancies of the Authorities of the Institute.
  - b) to perform such other duties as may be assigned by the Director.